
MINUTES
of the December 8, 2022
Regular Board of Directors Meeting

Directors Present:	Dixon McNair, President; Bobby Gilmore, Secretary; Gary Kramer, Treasurer; Chester Johnson, Director
Directors Absent:	Seth Gunn, Vice President
Others Present:	Bradley Loehr, Engineer; Fred Alexander, Inframark; Lori Steffek, Office Manager

The meeting was called to order by Mr. Dixon McNair, President, at 4:00 p.m. on December 8, 2022, at the Fayette County WCID - Monument Hill District Office located at 100 Country Club Drive in La Grange, Texas.

Agenda Item #1 Public Comments: No comments were received.

Agenda Item #2 Execution of Oath of Office by Bobby Gilmore, Seth Gunn & Chester Johnson: Mr. Bobby Gilmore, Mr. Chester Johnson each took their Oath of Office and signed their oaths. Mr. Seth Gunn was absent from the meeting and will take his Oath of Office at the January 12, 2023 meeting.

Agenda Item #3 Approval of Minutes from November 10, 2022 Regular Board of Directors meeting: The Minutes from the November 10, 2022 regular Board of Directors meeting were presented for approval.

Mr. Chester Johnson made a motion, seconded by Mr. Bobby Gilmore, to approve the Minutes of the November 10, 2022 regular Board of Directors meeting. The motion passed unanimously with four Directors being present and voting.

Agenda Item #4 November's Treasurer's Reports and approval of bills: Mr. Gary Kramer, Treasurer, presented the November Treasurer's Reports. He reported the following:

The November Operating Fund available beginning of the month balance was \$420,626.32. Total cash receipts for the month were \$47,228.85. Total expenses for the month were \$23,739.13, leaving the district with a total combined end of the month operating fund bank balance of \$444,116.04. Operating Fund disbursements for the period November 11 – December 8, 2022, pending approval, totaled \$25,753.27.

Mr. Bobby Gilmore made a motion, seconded by Mr. Chester Johnson, to approve both the November 2022 Operating Fund Treasurer's Reports, and to pay the Operating Fund disbursements, as presented, for November 11 – December 8, 2022 in the amount of \$25,753.27. The motion passed unanimously with four Directors being present and voting.

The November 2022 Construction Fund beginning of the month combined balance was \$256,996.95. Total interest earned was \$605.19 which reflects interest earned at both TexPool and NBT. Expenses for the month totaled \$163,089.42. The Construction Fund end of the month combined balance was \$94,512.72. Construction Fund disbursements pending approval for the period November 11 – December 8, 2022, pending approval, totaled \$163,089.42 which reflects payment to Supak Construction (\$161,964.42) for their pay request #2 and reflects work partial work completed on the 2022 River Lift Station Trunk Line Replacement Project; payment to BEFCO Engineering (\$1,125.00) for engineering performed in conjunction with the same project.

Mr. Chester Johnson made a motion, seconded by Mr. Bobby Gilmore, to approve both the November 2022 Construction Fund Treasurer's Reports and to pay the Construction Fund disbursements, as presented, for November 11 – December 8, 2022 in the amount of \$163,089.42. The motion passed unanimously with four Directors being present and voting.

The November Debt Service Fund beginning of the month combined balance was \$94,812.47. Interest earned during the month was \$0.00 due to the Round Top State Bank November bank statement not being received prior to the board meeting. Property tax revenue was \$5,057.20 during the month of November. There were no expenses during the month of November. The RTSB Debt Service Fund end of the month balance was \$25,610.95. The RTSB Certificate of Deposit end of the month balance was \$74,258.72. The combined end of the month balance for the money market account and the certificate of deposit was \$99,869.67. There were no Debt Service Fund disbursements, pending approval, for the period November 11 – December 8, 2022.

Mr. Chester Johnson made a motion, seconded by Mr. Bobby Gilmore, to approve November 2022 Debt Service Fund Reports with no disbursements pending approval for November 11 – December 8, 2022. The motion passed unanimously with four Directors being present and voting.

Agenda Item #5 President's Report: No report was given.

Agenda Item #6 Operations Report: Mrs. Steffek reported the following:

1. Water Plant 2 GST Leak – Texas Tank Services has been contacted and they should be out to inspect the tank with a diver between January 4th – 12th. This inspection will cost approximately \$500-\$600, but thorough.
2. Generator: Both the 100 ft and 50 ft cords have been ordered from Electric Motor Services.

Agenda Item #7 Engineer's Report: Mrs. Steffek, on behalf of Mr. Loehr, stated that no updates at this time.

Agenda Item #8 Consider and take appropriate action on annual renewal of website subscription with Rural Water Impact: Renewal of the District's website subscription with Rural Water Impact is January 23, 2023. The cost of the service is increasing from \$429 to \$457 annually. The MHPOA, at their regular meeting on December 7, 2022, approved splitting the cost of the website 50/50 with the District.

Mr. Chester Johnson made a motion, seconded by Mr. Bobby Gilmore, to renew the District's website subscription with Rural Water Impact at a cost of \$457 annually, with the cost being split 50/50 with the MHPOA. The motion passed unanimously with four directors being present and voting.

Agenda Item #9 Consider and take appropriate action on removing dead tree located in the easement at 123 Rolling Hill Court (P. Crain): Mr. McNair reported that he had investigated Mr. Crain's property and was unable to identify the dead tree in question. Mr. McNair will contact Mr. Crain for clarification.

Agenda Item #10 Consider and take appropriate action on matters related to the 2022 River Lift Station Trunk Replacement Line Project: No business to be discussed at this time.

Agenda Item #11 Consider and take appropriate action on matters related to the Series 2017 Bond projects and all other associated projects: No business to be discussed at this time.

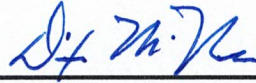
Agenda Item #12 Consider and take appropriate action on items to be placed on the next agenda: Items were identified and placed on the agenda for the next regular Board of Directors meeting scheduled for Thursday, January 12, 2023 at 4 p.m. at the District office, located at 100 Country Club Drive, La Grange, Texas.

There being no further business to come before the Board, Mr. Chester Johnson made a motion, seconded by Mr. Bobby Gilmore, to adjourn the meeting. The motion passed unanimously, with three Directors being present and voting.

The meeting was adjourned at 4:35 p.m.



Mr. Bobby Gilmore
Secretary



Mr. Dixon McNair
President

**Fayette County WCID-Monument Hill
Operating Fund Report
Nov-22**

Operating Fund Report						
Receipts:						
		Annual Budget	To Date Budget	To Date Actual	Monthly Budget	This Month Actual
4100	Water	230,000.00	153,333.33	187,655.11	19,166.67	25,446.03
4200	Sewer	192,000.00	128,000.00	131,526.28	16,000.00	16,371.66
4320	Property Tax	59,000.00	8,000.00	10,535.22	8,000.00	3,976.02
4300	MHPOA (clerical services)	13,200.00	8,800.00	8,800.00	1,100.00	1,100.00
5391	Interest on Deposits	400.00	266.67	815.78	33.33	17.54
Total Budgeted Receipts:		\$494,600.00	\$298,400.00	\$339,332.39	\$44,300.00	\$46,911.25
4101	Bulk Water Sales			0.00		0.00
4110	Taps-Water			0.00		0.00
4111	Customer Svc Inspection-Water			0.00		0.00
4120	Reconnection Fees			0.00		0.00
4210	Taps-Sewer			0.00		0.00
4330	Pen & Int. Service			1,010.77		108.99
4331	Pen. & Int. Standby			0.00		0.00
4322	Pen. & Int. Maint Tax			(115.54)		6.83
2114	Utility Tax			1,552.73		201.78
3951	Trans from Savings			0.00		0.00
3953	Trans from Capital			0.00		0.00
2151	Renters Deposit			0.00		0.00
3957	Bank Loan			0.00		0.00
5380	Miscellaneous			1,768.15		0.00
Total Receipts:				\$343,548.50		\$47,228.85
Operating Fund Beginning of Month Balance						\$420,626.32
Available Operating Funds:						\$467,855.17
1-Nov-22						
Disbursements:						
		Annual Budget	To Date Budget	To Date Actual	Monthly Budget	This Month Actual
Water Expenses						
6100	Bulk Water Purchased	4,000.00	2,666.67	0.00	333.33	0.00
6134	Contract Labor Water	24,000.00	16,000.00	16,000.00	2,000.00	2,000.00
6135	Maint & Repair Water	30,000.00	20,000.00	8,739.27	2,500.00	20.99
6136	Meter Installation Water	-	0.00	0.00	0.00	0.00
6137	Meter Reading	-	0.00	0.00	0.00	0.00
6141	Electric Utility Water	28,000.00	18,666.67	15,793.54	2,333.33	1,871.63
6142	Chemicals Water	6,000.00	4,000.00	6,655.08	500.00	509.09
6143	Small Tools	120.00	80.00	0.00	10.00	0.00
6144	Repair Materials Water	12,000.00	8,000.00	5,046.48	1,000.00	0.00
6145	Meter Expense	1,500.00	1,000.00	0.00	125.00	0.00
6151	Telephone Water	3,000.00	2,000.00	2,210.00	250.00	120.00
6175	Inspection Expense Water	2,000.00	1,333.33	1,540.00	166.67	0.00
Sewer Expenses						
6201	Sewage Treatment	120,000.00	80,000.00	80,099.88	10,000.00	10,142.75
6234	Contract Labor Sewer	12,000.00	8,000.00	8,000.00	1,000.00	1,000.00
6235	Maint & Repair Sewer	10,000.00	6,666.67	9,424.94	833.33	350.05
6241	Electric Utility Sewer	2,700.00	1,800.00	1,653.19	225.00	172.32
6242	Chemicals Sewer	-	0.00	0.00	0.00	0.00
6244	Repair Materials Sewer	7,500.00	5,000.00	2,997.58	625.00	80.00
6251	Telephone Sewer	2,200.00	1,466.67	1,875.00	183.33	0.00
General Expenses						
1317	Furniture & Fixtures	-	0.00	0.00	0.00	0.00
6310	Director's Fees	7,000.00	4,666.67	2,900.00	583.33	300.00
6311	Salaries & Wages	47,745.00	31,830.00	31,217.91	3,978.75	3,672.70
6313	Group Insurance Premiums	10,000.00	6,666.67	6,357.80	833.33	986.18
6314	Employers Tax Expense	4,200.00	2,800.00	3,137.36	350.00	258.00

Disbursements:		Annual	To Date	To Date	Monthly	This Month
		Budget	Budget	Actual	Budget	Actual
6315	Workers Comp Premiums	220.00	146.67	215.60	18.33	0.00
6320	Legal Fees	3,500.00	2,333.33	3,587.50	291.67	0.00
6321	Audit	7,000.00	4,666.67	7,000.00	583.33	0.00
6322	Engineering Fees	10,000.00	6,666.67	2,460.00	833.33	0.00
6324	Laboratory Expense	4,500.00	3,000.00	1,202.72	375.00	337.52
6325	Election Expense	1,500.00	1,000.00	0.00	125.00	0.00
6326	Permit Fees	750.00	500.00	0.00	62.50	0.00
6330	Appraisal District Fees	3,600.00	2,400.00	2,364.86	300.00	872.75
6332	Service Acct Collection (ACH)	200.00	133.33	105.00	16.67	15.00
6334	Contract Labor/Temp. Expense	1,000.00	666.67	160.46	83.33	0.00
6335	Maint. & Repairs Office Bldg	1,000.00	666.67	460.00	83.33	0.00
6338	Legal Notices	750.00	500.00	2,039.65	62.50	0.00
6340	Printing & Office Supplies	3,500.00	2,333.33	1,334.95	291.67	0.00
6350	Postage	2,000.00	1,333.33	1,940.10	166.67	760.95
6351	Phone/Internet Office	2,000.00	1,333.33	1,180.97	166.67	159.57
6353	Insurance & Bond Premiums	7,300.00	4,866.67	7,291.26	608.33	50.00
6354	Travel & Per Diem	2,000.00	1,333.33	1,049.11	166.67	0.00
6362	Dues & Subscriptions	3,600.00	2,400.00	2,081.55	300.00	59.63
7395	Miscellaneous	3,215.00	2,143.33	345.00	267.92	0.00
3957	Payments on Notes	33,000.00	22,000.00	32,696.13	2,750.00	0.00
Total Budgeted Disbursements		424,600.00	\$283,066.67	\$271,162.89	\$35,383.33	\$23,739.13

6171	Tap Connection-Water			0.00		0.00
6271	Tap Connection-Sewer			0.00		0.00
7306.01	Capital Outlay - Johnson Lift Station	0.00		0.00		0.00
7306.02	Capital Outlay - Storage Bldg Chlorine	0.00		0.00		0.00
7306.03	Capital Outlay - WP Facility Imprvmnts	5,000.00		0.00		0.00
7306.04	Capital Outlay - AMR System	0.00		0.00		0.00
7306.05	Capital Outlay - LS Facility Improvmnts	0.00		0.00		0.00
7306.07	Capital Outlay-Pumphouse Repairs	0.00		0.00		0.00
7306.08	Capital Outlay-Painting Pressure Tanks	0.00		0.00		0.00
7306.09	Capital Outlay-Fire Hydrants	0.00		0.00		0.00
7306.10	Capital Outlay-GST rehab/replacement	0.00		0.00		0.00
7306.12	Capital Outlay-Sewer pump rebuild	10,000.00		0.00		0.00
7306.19	Capital Outlay-Water Lines	5,000.00		0.00		0.00
7306.20	Capital Outlay-Well #3	0.00		0.00		0.00
7306.21	Capital Outlay-New GST	50,000.00		0.00		0.00
7306.22	Capital Outlay-Sewer Lines	0.00		21,238.11		0.00
7306	Capital Outlay-Total		21,238.11			
3915	Renters Deposit Return			0.00		0.00
8000	Base Water Rate CR (Winter Strm 2021)			0.00		0.00
4310	Overcharge Return			0.00		0.00
4400	Utility Tax Payment			0.00		0.00
4311	Returned Checks			0.00		0.00
Total Disbursements:				\$292,401.00		\$23,739.13

Operating Fund Cash Balance

30-Nov-22

\$444,116.04

Account Balances And Locations

Operating Accounts

	Nat'l Bank & Trust	Round Top State Bank	End of Month Balances
(a) Nat'l Bank & Trust Now	153,427.65		153,427.65
(b) Round Top State Bank Money Market		290,688.39	290,688.39
Totals	\$153,427.65	\$290,688.39	\$444,116.04

The above account balances reflect the balance at the maturity day during the month or the end of the month balance

Account Information

- (a) Nat'l Bank & Trust of La Grange, Now Account, earning .15% apr
- (b) Round Top State Bank Money Market

Prepared By:  , Treasurer Date: 12-8-22

**Fayette County Water Control and Improvement District
Monument Hill
Board Approval of Disbursements November 10 - December 8, 2022**

Operating Fund Disbursements		Check	Amount	Veri-	Paid	Not
Account	Vendor	Number		fied		Paid
6332	NBT - Acct Svc Collection	EFT	15.00	X	X	
6310	Bobby Gilmore - directors fees	13386	92.35	X	X	
6310	Seth Gunn - directors fees	13387	92.35	X	X	
6310	Chester Johnson - directors fees	13388	92.35	X	X	
6142	DXI Industries - cylinder rental	13389	120.00	X	X	
6362	Jim Allbright - Nov Intuit Online Payroll subscription fee	13390	59.63	X	X	
6142	DXI Industries - chlorine	13391	389.09	X	X	
6350	Quadient Finance - postage & printer cartridge	13392	923.99	X	X	
6313	TML Health Benefits Pool - Emp & Dep Ins Premium	13393	1,538.86	X	X	
6311	L Steffek - paycheck	DD	1,216.83	X	X	
6330	FCAD - 1Q 2023 tax collection	13394	872.75	X	X	
6350	Quadient Finance - cartridge shipping expense	13396	23.23	X	X	
6314	IRS - employer/employee 941 taxes	EFT	1,013.22	X	X	
6134	Inframark - contract water operations	13397	2,000.00	X	X	
6234	Inframark - contract sewer operations	13397	1,000.00	X	X	
6326	TCEQ - annual permit renewal	13398	619.85	X	X	
6351	Sparklight - office phone / internet	13399	159.57	X	X	
6141	FEC-Well# 1	13400	1,091.60	X	X	
6241	FEC-River lift pump	13400	71.40	X	X	
6141	FEC-Booster tank	13400	277.37	X	X	
6241	FEC-Johnson Lift Station pump	13400	72.28	X	X	
6141	FEC-Well# 3	13400	57.82	X	X	
6362	Jim Allbright - Dec Intuit Online Payroll subscription fee	13401	59.63	X	X	
6135	Hess Landscape - water plant mowing	13402	265.00	X	X	
6235	Hess Landscape - sewer plant mowing	13402	170.00	X	X	
6335	National Bugmobile - correction of underpaid invoice	13403	10.00	X	X	
6201	LG Utilities - sewer treatment	13404	8,705.01	X	X	
6201	LG Utilities - overage sewer treatment	13404	956.92	X	X	
6241	LG Utilities - The View Lift Station electricity	13405	32.06	X	X	
6311	L Steffek - paycheck	DD	1,216.84	X	X	
6135	Inframark - water repair labor	13406	278.62	X	X	
6144	Inframark - water repair materials	13406	65.00	X	X	
6235	Inframark - sewer labor	13406	85.74	X	X	
6244	Inframark - sewer materials	13406	30.00	X	X	
6324	Inframark - bacT samples	13406	123.60	X	X	
6135	Deen Construction - Nov 2022 repairs	13407	750.00	X	X	
6151	Lori Steffek - reimb cell phone/tablet expense	13408	120.00	X	X	
Total for Paid			24,667.96			
6362	Lori Steffek - reimb Quickbooks, Go Daddy, Office 365, PicMonkey subscription	13409	1,085.31	X		X
Total for Unpaid			1,085.31			
Total Operating Fund Disbursements			\$25,753.27			

Disbursements listed above are approved for payment by the action of the Board of Directors

Director's Signature 

Date: 12.8.22.

Fayette County WCID - Monument Hill Construction Fund Report Nov-22

Construction Fund Report

Receipts:	To Date Actual	This Month Actual
5391.1 Construction Fund Interest	3,266.49	605.19
Total Receipts:	3,266.49	\$605.19

Construction Fund Beginning of Month Balances

1112 National Bank & Trust Acct		41,755.88
1113 TexPool Acct		\$215,241.07
Total Fund Deposits	1-Nov-22	256,996.95

Available Construction Funds:

Nov-22

\$257,602.14

Disbursements:

	Annual Budget	To Date Actual	This Month Actual
6332.1 Construction Fund Bank Charges		0.00	0.00
7201 Bond Issue Expense		0.00	0.00
7305 Capital Outlay-Interest Expense		0.00	0.00
7306.06 Capital Outlay-SCADA	-	0.00	0.00
7306.11 Capital Outlay-SSES & Improvements	325,000.00	309,500.00	163,089.42
7306.13 Capital Outlay-Generator	145,000.00	54,965.00	0.00
7306.14 Capital Outlay-Well #3 VFD	-	0.00	0.00
7306.16 Capital Outlay-Water Well #4	-	0.00	0.00
7306.17 Capital Outlay-Tank Mixers	-	0.00	0.00
7306.18 Capital Outlay-Aerator Rework	-	0.00	0.00
Total Fund Disbursements	470,000.00	364,465.00	163,089.42

Construction Fund Cash Balance

30-Nov-22

\$94,512.72

Account Balances And Locations

	Nat'l Bank & Trust	TexPool	End of Month Balances
(a) Nat'l Bank & Trust Now	28,676.68		28,676.68
(b) TexPool		\$65,836.04	65,836.04
Totals	\$28,676.68	\$65,836.04	\$94,512.72

The above account balances reflect the balance at the maturity day during the month or the end of the month balance

Account Information

- (a) Nat'l Bank & Trust Now
- (b) TexPool

Prepared By:  , Treasurer Date: 12.8.22

**Fayette County WCID - Monument Hill
Debt Service Fund Report
Nov-22**

Debt Service Fund Report			
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Receipts:	To Date Actual	This Month Actual
4325 Property Tax Revenue (I&S)	13,369.28	5,047.59
4326 Property Tax - Interest & Penalty	(172.67)	9.61
5391.2 Debt Service Fund Interest	502.79	0.00
Total Receipts:	13,699.40	\$5,057.20

Debt Service Fund Beginning of Month Balance

1134 Round Top State Bank MM	20,553.75
1135 Round Top State Bank CD	74,258.72
Total Fund Deposits	94,812.47

Available Debt Service Funds: Nov-22 \$99,869.67

Disbursements:	To Date Actual	This Month Actual
6332.2 Debt Svc Fund Bank Charges	0.00	0.00
6340.2 Debt Svc Fund Printing Charges	0.00	0.00
3956 Series 2017 Bond Sale Debt Service	22,561.25	0.00
7363 Bond Administration Fees	250.00	0.00
Total Fund Disbursements	22,811.25	0.00

Debt Service Fund End of Month Balance 30-Nov-22 \$99,869.67

Account Balances And Locations			
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Debt Service Fund Account	Round Top State Bank MM	Round Top State Bank CD	End of Month Balance
(a) Round Top State Bank MM Debt Svc	25,610.95		25,610.95
(b) Round Top State Bank CD		74,258.72	74,258.72
Totals	25,610.95	74,258.72	\$99,869.67

The above account balances reflect the balance at the maturity day during the month or the end of the month balance

Prepared By:  , Treasurer Date: 12.8.22