

1. The meeting was called to order at 5:03 p.m. by Board President Charln Stewart. Those board directors in attendance were: Gloria Thompson, Carl Jeanise, Tina Barrett, Curt Carver and Charln Stewart. It was noted that a quorum was present. Advisor to the Board, Mike Stewart was present.

2. Proof of meeting was confirmed.

3. The July 16, 2024 Board Meeting Minutes were considered and approved following a motion by Gloria Thompson, seconded by Curt Carver.

4. There were no guests in attendance.

5. Directors' Reports

President's Report:

- Bylaws change. This clarifies the verbiage approved at the previous meeting of the Board, under Directors and Officers: ***The fifth board member may, at the discretion of the board, be an owner of a business or second home whose primary location is in the Pendleton water area, and this business receives water from Pendleton Water Association even though the owner may not be a resident in the Pendleton Water area.*** A question was raised as to whether bylaw changes should be filed with the State as they are approved or whether they could be collected and submitted at a later date as a package.
- Management training opportunity. Board members, elected officials and other interested parties are invited to a water/wastewater training opportunity to be held in Many on Sept 26, 4-8 PM. Deadline to sign up is Sept 19.
- Board member election process. A motion was made by Curt Carver, seconded by Gloria Thompson and approved to have ballots for board member nominations sent to the PWA membership.

Treasurer's Report:

- Review financials. The need to identify line items was evidenced by atypical figures for such items as repairs, and chemicals and services being provided by the same vendor. PWA's accounting firm should only be exporting data, not changing it. A motion to accept the Treasurer's Report was made by Curt Carver, seconded by Charln Stewart and approved.
- Audit preparations. Tina Barrett observed activity that would catch the attention of an auditor. What items or accounts require two signatures; what is the threshold amount; can a staff person write a check to himself? A subcommittee consisting of Charln Stewart, Tina Barrett, Tony Farrell and Gloria Thompson was established to address this.
- Meter reading contract. Personnel have increased since a contract was initially drawn up. It needs to be modified to address current conditions.

Advisor Reports:

- Mike Stewart noted that in the past, the Board had approved swapping out customer meters for new electronic ones. But doing only 4/month they will start breaking before all are changed. While the current grant money can't be used for this, if the change out is begun then grant funds can be sought to pay for the entire system's upgrade. The additional cost of drive-by (remote) reading capability to a new electronic meter is negligible.

- Mike Stewart and Carl Jeanise submitted their report on additional firms available (Ruttledge and APECK) to assist temporarily with operations, repairs; especially emergencies.

6. Operator's Report

- State inspection status, follow up due July 25. Tony Farrell reported that his computer was in the shop in Zwolle.
- Grant discussion. Tony is sending signature forms to Mark McCarty at Meyers Associates. The one bid received was forwarded to Meyers associates. The new date for bid opening is August 29, 2:00 PM.
- General updates. In the recent instance where Sabine Parish workers cut PWA's water line, L & L did the repair. Tony F. will send the repair bill to the parish for reimbursement. Tony Ferrell reported 882 meters in service for the month and 490.5 hours' plant operation with 4th of July weekend. Water payment to SRA for July was \$1,221.98.

7. Adjournment:

The meeting was adjourned by acclamation at 6:30 PM

The next meeting will be at the Pendleton Water Association Office, on Tuesday, September 17, 2024, starting at 5 PM.