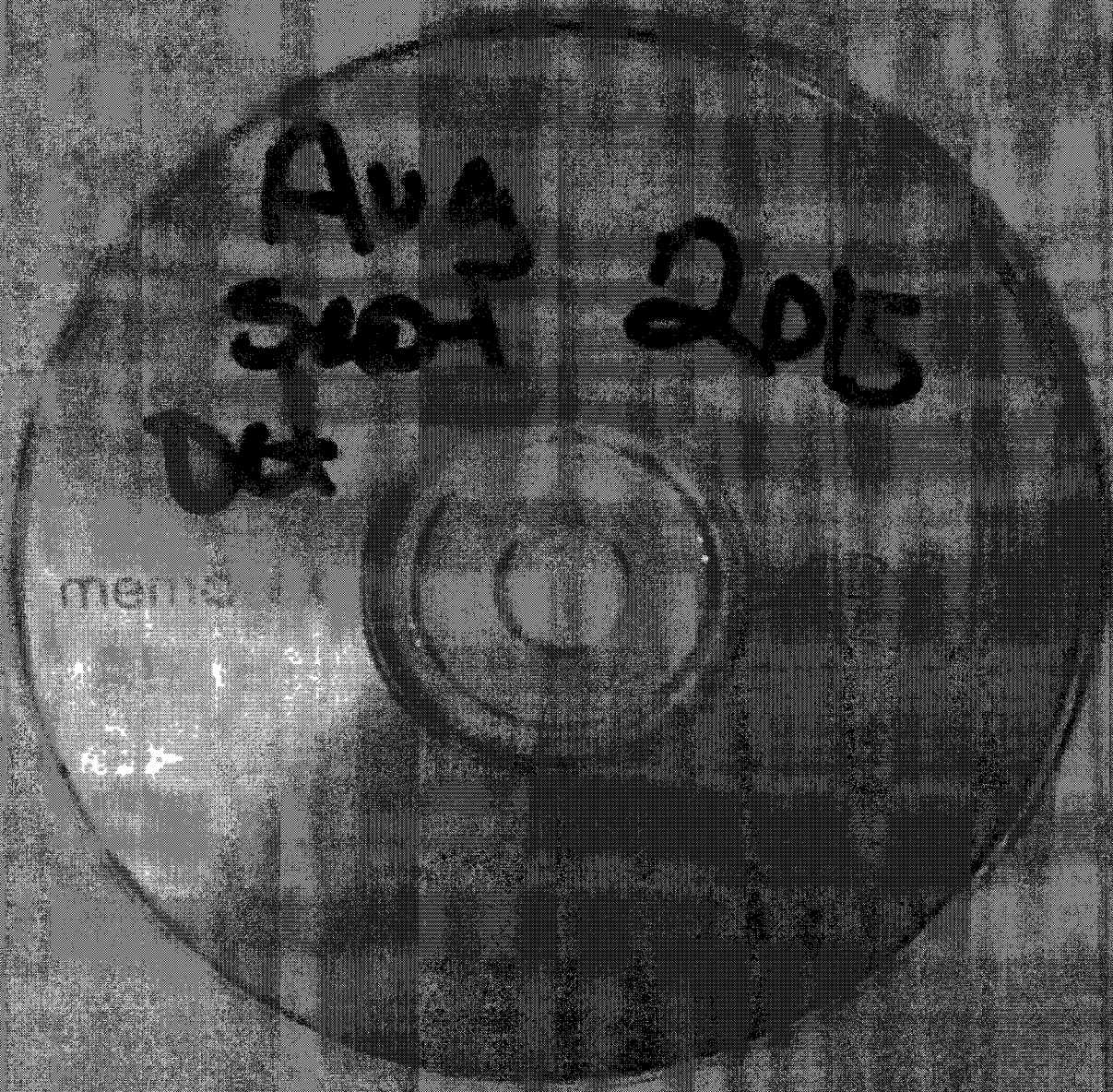


minutes  
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Fun Meeting

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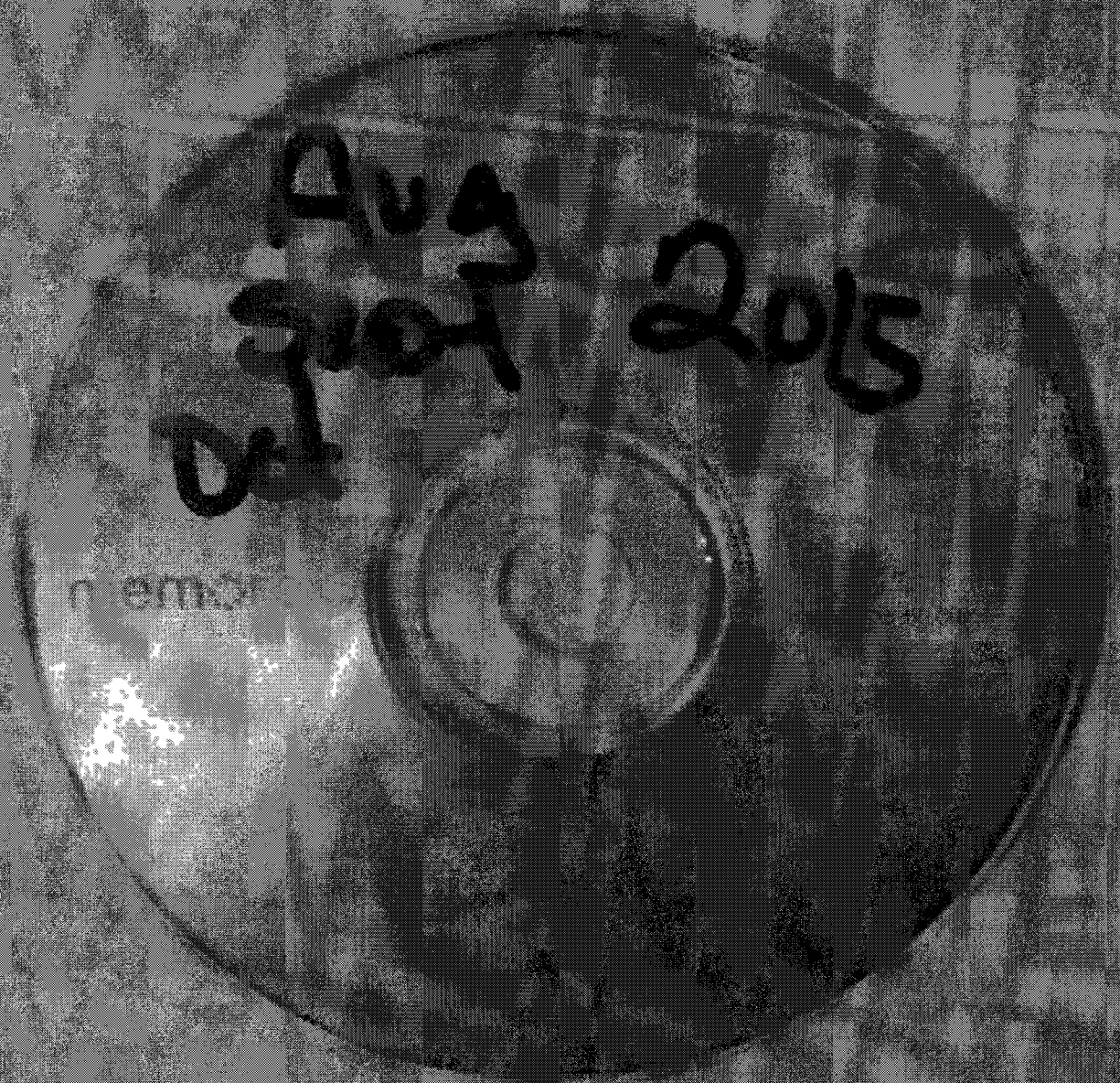






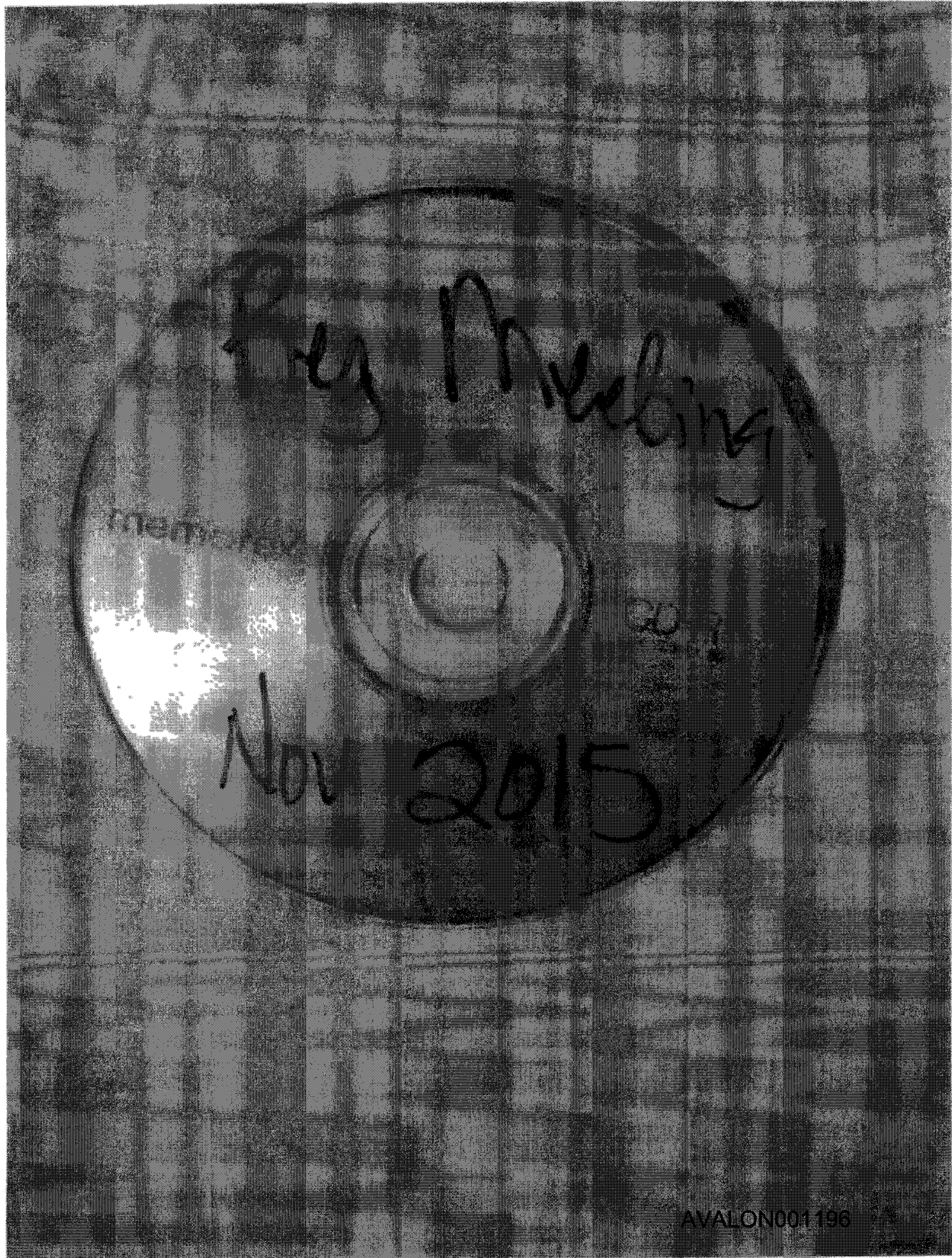
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March





AVALON001195







# AVALON WATER AND SEWER SERVICE CORP

115 E Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AGENDA

### Officers

Patsy Russell, President

John Goodwyn, Vice-President

Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimbish

Santos Munguia

Harrison Romero

Terry Shears

### Notice of Monthly Meeting for May 2011

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for May 2011 will be held in the office of the Avalon Volunteer Fire Department, Avalon Texas, on Thursday May 12, 2011 at 7:00 p.m.

The agenda for the meeting is as follows:

1. Call meeting to order
2. Determine presence of a quorum
3. Visitor's concerns and comments
4. Reading and approval of minutes of previous meeting of April 14, 2011
5. Review and approval of financial report for payment of current expenses
6. Review and approval of repair invoices
7. Sewer Update
8. New Sewer Plant Update
9. Heating and Cooling Unit for Storage Building
10. Employee Benefit/Evaluation Review
11. Executive Session
12. President's Report
13. Manager's Report/Water Update
14. Open Forum
15. Adjourn

*• 25 cent per hour pay increase  
for Gregg Rodriguez*

AVALON001197



# **Avalon Water and Sewer Service Corp**

## **Board of Directors Meeting May 12, 2011**

### **MINUTES**

The Board of Directors of Avalon Water and Sewer Service Corporation met for their regularly scheduled meeting in the office of the Avalon Volunteer Fire Department, Avalon, Texas 7:00 pm on Thursday May 12, 2011.

Directors present for this meeting were Patsy Russell, John Goodwyn, Robin Donaldson, Santos Munguia and Avalon Employee Gregg Rodriguez. Present from HILCO Electric Cooperative was Kent Smith Water Operations Manager.

Meeting was called to order at 7:04 p.m. by Board President Patsy Russell and determined the presence of a quorum.

7:15 p.m. visitors Victor Ledesma and Sergio Salazar arrived at meeting with the concern of \$1,030 needing to be paid for meter at 105 Giles and meter on Hemphill not being moved due to Tariff stating meters can only be moved to an adjoining property. After explanation both parties understood what must be done.

John Goodwyn visited with Nash-Forrester on there Sewer Plant and the rules/regulations for that Sewer Plant.

Minutes of previous meeting of April 14, 2011 were approved with a motion by John Goodwyn, second by Santos Munguia. Motion carried unanimously.

John Goodwyn made a motion to approve the financial report for payment of current expenses, second by Santos Munguia. Motion carried unanimously.

Santos Munguia made a motion to approve the repair invoices, second by Robin Donaldson, motion carried unanimously.

Board President Patsy Russell spoke once again to property owner Tammy Faye Worthy and she has agreed to issue Sanitary Control Easement to Avalon Water and Sewer Corporation for the new Sewer Plant.

Robin Donaldson made a motion to give Patsy Russell the authority to purchase a heating/cooling unit for the storage building, spending no more than \$560 before taxes, second by Santos Munguia. Motion carried unanimously.

Board went into Executive Session at 8:21 p.m. and returned from Executive Session at 8:34 p.m. John Goodwyn made a motion approving a .25 cent per hour pay increase for

AVALON001198




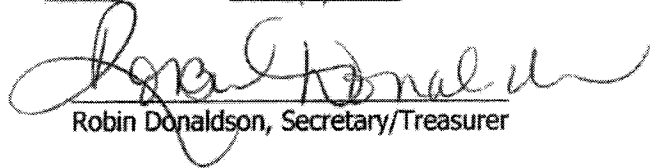
Employee Gregg Rodriguez to go into effect immediately and employees' vacation to stay at three weeks.

Per Kent Smith water still flowing.

With there being no further business the meeting was adjourned at 8:40 p.m. with a motion by John Goodwyn, second by Santos Munguia. Motion carried unanimously.

APPROVED BY THE BOARD OF DIRECTORS THIS 31 DAY OF May 2011.

  
Patsy Russell, President

  
Robin Donaldson, Secretary/Treasurer



# AVALON WATER AND SEWER SERVICE CORP

15 E Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AMENDED AGENDA

### Officers

Patsy Russell, President

John Goodwyn, Vice-President

Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimbish

Santos Munguia

Harrison Romero

Terry Shears

### Notice of Monthly Meeting for September 2011

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for September 2011 will be held at the First Baptist Church, Avalon Texas, on Thursday September 8, 2011 at 7:00 p.m.

The agenda for the meeting is as follows:

1. Call meeting to order
2. Determine presence of a quorum
3. Visitor's concerns and comments
4. Public Notice/Member Concerns of Permit Renewal
5. Reading and approval of August 11, 2011 minutes
6. Review and approval of financial report for payment of current expenses
7. Review and approval of repair invoices
8. Sewer Update
9. Discuss and Act on Cleaning out of Racetrack
10. Discuss and Act on a Smoke Test of the Sewer Mains
11. Discuss Getting Quote for a Meter to Measure Influent
12. New Sewer Plant Update
13. President's Report
14. Discuss Replacement of Director
15. Manager's Report/Water Update
16. Discuss & Act on Contract with HILCO
17. Discuss & Act on LPL Money Market Account
18. **EXECUTIVE SESSION**
19. Open Forum
20. Adjourn

*meeting was on  
September 13, 2011*

*To hire Dean Carrell as wastewater  
plant manager/operator*

AVALON001200

# AVALON WATER AND SEWER SERVICE CORP

15 E Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AMENDED AGENDA

### Officers

Patsy Russell, President  
John Goodwyn, Vice-President  
Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimbish  
Santos Munguia  
Harrison Romero  
Manuel Rodriguez

### Notice of Monthly Meeting for November 2011

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for November 2011 will be held at the First Baptist Church, Avalon Texas, on Thursday November 10, 2011 at 7:00 p.m.

The agenda for the meeting is as follows:

1. Call meeting to order
2. Determine presence of a quorum
3. Visitor's concerns and comments
4. Reading and approval of October 13, 2011 minutes
5. Review and approval of financial report for payment of current expenses
6. Review and approval of repair invoices
7. David Waishes Meter Set
8. TCEQ Violations & Fine
9. Permit Renewal
10. Major Amendment on New Plant Plans
11. Sewer Update
12. Discuss Engineer's Concept for a New Sewer Plant and Cost
13. Discuss & Act on Sending Letter of Intent to TCEQ
14. New Sewer Plant Update
15. President's Report
16. Manager's Report/Water Update
17. Discuss and Act On Pay Increase for Employee
18. Executive Session *increase pay by \$1.00 per hour for Gregg Rodriguez*
19. Open Forum *and additional \$1.00 per hour when he gets license*
20. Adjourn

AVALON001201



# **Avalon Water and Sewer Service Corp**

## **Board of Directors Meeting November 10, 2011**

### **MINUTES**

The Board of Directors of Avalon Water and Sewer Service Corporation met for their regularly scheduled meeting at the First Baptist Church Avalon, Texas 7:00 pm on Thursday November 10, 2011.

Directors present for this meeting were Patsy Russell, John Goodwyn, Robin Donaldson, Santos Munguia, Harrison Romero, Manuel Rodriguez, Avalon employee Gregg Rodriguez and Dean Carrell Sewer Plant Consultant. Present from HILCO Electric Cooperative was Kent Smith Water Operations Manager and Abby Bason Water Customer Service Representative.

Meeting was called to order at 7:05 p.m. by Board President Patsy Russell and determined the presence of a quorum.

There were three members present Marcia Gillespie, Carol Gillespie and Mary Bates, also present was Alyssa Kirton with the Neo-Tribune of Italy. Members present had nothing to bring before the Board.

Minutes of previous meeting of October 13, 2011 approved with a motion by Harrison Romero, second by Santos Munguia. Motion carried unanimously.

John Goodwyn made a motion to approve the financial report for payment of current expenses, second by Santos Munguia. Motion carried unanimously.

Harrison Romero made a motion to approve the repair invoices, second by John Goodwyn. Motion carried unanimously.

Harrison Romero made a motion to accept David Waishes proposal for getting a meter set to serve his new home, second by Santos Munguia. Motion carried unanimously.

John Goodwyn presented the Board with a written update on the TCEQ violations and fine, review of DMR for October 2011, smoke test, cleanout of racetrack, permit renewal and major amendment on new plant plans.

Sewer Consultant Dean Carrell spoke to the Board of the five weeks of no discharge and advised of lower cost by KSA Consultants for Sewer Plant.

President Patsy Russell had nothing to add on the President's Report and Kent Smith had nothing on Manager's Report.

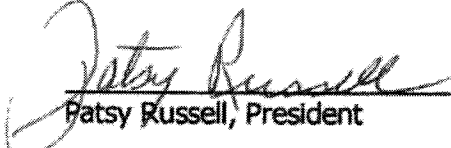
AVALON001202

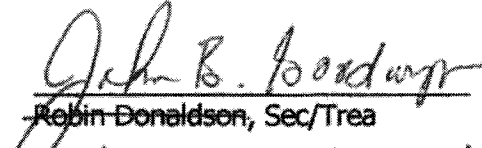
Board went into Executive Session at 7:45 p.m. and ended Executive Session at 7:58 p.m. Santos Munguia made a motion to increase Employee Gregg Rodriguez' pay by \$1.00 per hour and making it retro active to October 16, 2011, when Gregg Rodriguez gets his license he will get an additional \$1.00 per hour, second by Manuel Rodriguez. Motion carried unanimously.

Patsy Russell advised Board that she may have a 2005-F150 Crew Cab Truck for sale has new tires, warranty until 2014, has 132,000 miles and is asking \$9000. Gregg advised Board about the work on Hydroxyl and that there aren't any drains in tank.

With there being no further business the meeting was adjourned at 8:09 p.m. with a motion by John Goodwyn, second by Robin Donaldson. Motion carried unanimously.

APPROVED BY THE BOARD OF DIRECTORS THIS 9<sup>th</sup> DAY OF December 2011.

  
Patsy Russell, President

  
~~Robin Donaldson, Sec/Trea~~  
John Goodwyn, VP

AVALON001203



# AVALON WATER AND SEWER SERVICE CORP

15 E Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AGENDA

### Officers

Patsy Russell, President

John Goodwyn, Vice-President

Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimbish

Santos Munguia

Harrison Romero

Terry Shears

### Notice of Monthly Meeting for January 2011

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for January 2011 will be held in the office of the Avalon Volunteer Fire Department, Avalon Texas, on Thursday January 13, 2011 at 7:00 p.m.

The agenda for the meeting is as follows:

1. Call meeting to order
2. Determine presence of a quorum
3. Visitor's concerns and comments (Andrew Biery)
4. Sewer Update
5. Reading and approval of minutes of previous meeting of December 9, 2010
6. Review and approval of financial report for payment of current expenses
7. Review and approval of repair invoices
8. President's Report
9. Ratify Employee Christmas Bonus
10. Audit of 2010 Financials - Kendall Stone
11. Manager's Report
12. Water Update
13. Twenty-five dollar chance for early proxy returns
14. Open Forum
15. Adjourn

NO Ex: Session

AVALON001204

# AVALON WATER AND SEWER SERVICE CORP

15 E Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AGENDA

### Officers

Patsy Russell, President

John Goodwyn, Vice-President

Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimbish

Santos Munguia

Harrison Romero

Terry Shears

### Notice of Monthly Meeting for February 2011

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for February 2011 will be held in the office of the Avalon Volunteer Fire Department, Avalon, Texas on Thursday February 10, 2011 at 7:00 p.m.

The agenda for the meeting is as follows:

1. Call meeting to order
2. Determine presence of a quorum
3. Visitor's concerns and comments
4. Sewer Update
5. Reading and approval of minutes of previous meeting of January 13, 2011
6. Review and approval of financial report for payment of current expenses
7. Review and approval of repair invoices
8. President's Report
9. Manager's Report
10. Water Update
11. Open Forum
12. Adjourn

*NO EX. Session*

AVALON001205



# AVALON WATER AND SEWER SERVICE CORP

115 E Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AGENDA

### Officers

Patsy Russell, President  
John Goodwyn, Vice-President  
Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimbish  
Santos Munguia  
Harrison Romero  
Terry Shears

### Notice of Monthly Meeting for March 2011

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for March 2011 will be held at the First Baptist Church in Avalon, Texas on Monday March 14, 2011 at 7:00 p.m.

The agenda for the meeting is as follows:

1. Call meeting to order
2. Determine presence of a quorum
3. Board realignment
4. Visitor's concerns and comments
5. Sewer Update
6. Reading and approval of minutes of previous meeting of February 10, 2011
7. Review and approval of financial report for payment of current expenses
8. Review and approval of repair invoices
9. President's Report
10. Manager's Report
11. Water Update
12. Open Forum
13. Adjourn

*NO ET. Session*

AVALON001206

# AVALON WATER AND SEWER SERVICE CORP

115 E Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AGENDA

### Officers

Patsy Russell, President

John Goodwyn, Vice-President

Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimbish

Santos Munguia

Harrison Romero

Terry Shears

### Notice of Monthly Meeting for April 2011

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for April 2011 will be held in the office of the Avalon Volunteer Fire Department, Avalon, Texas on Thursday April 14, 2011 at 7:00 p.m.

The agenda for the meeting is as follows:

1. Call meeting to order
2. Determine presence of a quorum
3. Visitor's concerns and comments
4. Sewer Update
5. Reading and approval of minutes of previous meeting of March 14, 2011
6. Review and approval of financial report for payment of current expenses
7. Review and approval of repair invoices
8. President's Report
9. Manager's Report
10. Water Update
11. Open Forum
12. Adjourn

*No Ex. Session*

AVALON001207



# AVALON WATER AND SEWER SERVICE CORP

115 E Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AGENDA

### Officers

Patsy Russell, President

John Goodwyn, Vice-President

Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimbish

Santos Munguia

Harrison Romero

Terry Shears

### Notice of Monthly Meeting for June 2011

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for June 2011 will be held in the office of the Avalon Volunteer Fire Department, Avalon Texas, on Thursday June 9, 2011 at 7:00 p.m.

The agenda for the meeting is as follows:

1. Call meeting to order
2. Determine presence of a quorum
3. Visitor's concerns and comments
4. Reading and approval of minutes of Special Called Meeting.
5. Review and approval of financial report for payment of current expenses
6. Review and approval of repair invoices
7. Sewer Update
8. New Sewer Plant Update
9. President's Report
10. Dumpster at Wastewater Plant
11. New Truck
12. Manager's Report/Water Update
13. Open Forum
14. Adjourn

*NO EX. Session*

AVALON001208

# AVALON WATER AND SEWER SERVICE CORP

115 E Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AGENDA

### Officers

Patsy Russell, President  
John Goodwyn, Vice-President  
Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimbish  
Santos Munguia  
Harrison Romero  
Terry Shears

### Notice of Monthly Meeting for August 2011

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for August 2011 will be held in the office of the Avalon Volunteer Fire Department, Avalon Texas, on Thursday August 11, 2011 at 7:00 p.m.

The agenda for the meeting is as follows:

1. Call meeting to order
2. Determine presence of a quorum
3. Visitor's concerns and comments
4. Scott Green Request for 2nd Meter
5. Member/two houses one meter
6. Reading and approval of June 9, 2011 minutes
7. Reading and approval of July 20, 2011 minutes
8. Review and approval of financial report for payment of current expenses
9. Review and approval of repair invoices
10. Sewer Update
11. Discuss and Act on Cleaning out of Racetrack
12. Discuss and Act on a Smoke Test of the Sewer Mains
13. Discuss and Act on getting High Water Alarm & Sign for the Sewer Lift Station
14. Discuss Getting Quote for a Meter to Measure Influent
15. New Sewer Plant Update
16. President's Report
17. Discuss Replacement of Director
18. Manager's Report/Water Update
19. Discuss and Act on payment method for Conservation District Charges
20. Open Forum
21. Adjourn

*No Ex. Session*

AVALON001209



# AVALON WATER AND SEWER SERVICE CORP

115 E Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AGENDA

### Officers

Patsy Russell, President

John Goodwyn, Vice-President

Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimbish

Santos Munguia

Harrison Romero

Terry Shears

### Notice of Monthly Meeting for October 2011

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for October 2011 will be held at the First Baptist Church, Avalon Texas, on Thursday October 13, 2011 at 7:00 p.m.

The agenda for the meeting is as follows:

1. Call meeting to order
2. Determine presence of a quorum
3. Visitor's concerns and comments
4. Reading and approval of September 8, 2011 minutes
5. Approval of the minutes of the Special Meeting of September 13, 2011
6. Review and approval of financial report for payment of current expenses
7. Review and approval of repair invoices
8. Sewer Update
9. Discuss and Act on Cleaning out of Racetrack
10. Discuss and Act on a Smoke Test of the Sewer Mains
11. New Sewer Plant Update
12. President's Report
13. Discuss Replacement of Director
14. Manager's Report/Water Update
15. Open Forum
16. Adjourn

*No Ex. Session*

AVALON001210

# AVALON WATER AND SEWER SERVICE CORP

25 E Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AMENDED AGENDA

### Officers

Patsy Russell, President

John Goodwyn, Vice-President

Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimbish

Santos Munguia

Harrison Romero

Manuel Rodriguez

### Notice of Monthly Meeting for December 2011

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for December 2011 will be held at the First Baptist Church, Avalon Texas, on Thursday December 8, 2011 at 7:00 p.m.

The agenda for the meeting is as follows:

1. Call meeting to order
2. Determine presence of a quorum
3. Visitor's concerns and comments
4. Presentation by KSA Engineering on their concept for increasing our sewer plant capacity
5. Reading and approval of November 10, 2011 minutes
6. Reading and approval of minutes for November 21, 2011 and December 1, 2011 Special Meetings
7. Review and approval of financial report for payment of current expenses
8. Review and approval of repair invoices
9. Sewer Update
10. New Sewer Plant Update
11. President's Report
12. Manager's Report/Water Update
13. Santos Munguia's Water Bill
14. Open Forum
15. Adjourn

*No Ed, Sussior*

AVALON001211

# AVALON WATER AND SEWER SERVICE CORP

## SPECIAL MEETING

115 E. Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

Officers: Patsy Russell, president  
John Goodwyn, vice president  
Robin Donaldson, sec/treas.

Directors: Denice Wimbish  
Santos Munguia  
Manuel Rodriguez  
Harrison Romero

A special meeting of Avalon Water and Sewer Service Corporation will be held at the following place and time:

Location: First Baptist Church; 206 Giles St.; Avalon, Texas  
Date: Thursday January 5, 2012  
Time: 7:00 PM

### — AGENDA —

1. Call meeting to order
2. Determine presence of a quorum
3. Visitor's concerns and comments related to the sewer plant →
  - a. Gillespie statements, questions, concerns — letter attached
  - b. Other visitors' concerns and comments
4. KSA presentation of preliminary design and estimated costs for expanded plant
5. Discuss and possibly vote on the preliminary design and estimated cost
6. Discuss and possibly vote on a contract with KSA Engineers
7. Discuss and possibly vote on a contract with Dean Carrell
8. Open forum for board members
9. Adjourn

AVALON001212



**AVALON WATER SEWER  
SPECIAL MEETING MINUTES**

**1/5/2012**

**Members present, Manuel Rodriguez, Santo Munguia, John Goodwyn, Harrison Romero, Patsy Russell, Denice Wimbish and Robin Donaldson. Also present employee, Gregg Rodriguez, consultant Dean Carrell, and his asst. Wendy Frank.**

**Also present Kent Smith- Hilco, Cindy Sutherland – Neotribune reporter, Gillespie sisters and KSA Engineers Rep.**

**Meeting called to order 7:03 P.M.**

**Carol Gillespie read a lengthy letter concerning purchase of their family land and easements.**

**Dean Carrell reported on the sewer system and cleanup thus far. He asked to table KSA engineering presentation until they have more information to them determine what can or cannot be done with the existing sewer plant . We do need a motion stating for intent to contract with KSA. This motion was made my Manuel Rodriguez and second by John Goodwyn. Vote was unanimous.**

**There was discussion about a contract between Dean Carrell and Avalon Water Sewer, Corp. This contract would involve an increase in salary to Dean in the event that he spends extra time on processing paperwork for grants. Original compensation \$1250.00 per month. In the event extra time for grants amount compensation will be \$1650.00 per month.**

**Manuel Rodriguez made a motion to accept the salary increase second by Santos Munguia. Unanimous vote to approved motion.**

AVALON001213

**Gregg Rodriguez, informed the board of needed expenditures for improvements/upgrading and repair to the sewer plant. Such as purchase of wiring, float, renting a trencher, pipe and conduit. There was discussion concerning these expenditures. Costs will be minimal.**

**John Goodwyn made motion to adjourn. Manuel Rodriguez second. Unanimous vote to adjourn at 7:47 P.M.**

115 E Main  
PO Box 246

# AVALON WATER AND SEWER SERVICE CORP

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

AGENDA

Officers

Patsy Russell, President  
John Goodwyn, Vice-President  
Robin Donaldson, Secretary/Treasurer

Directors

Denice Wimbish  
Santos Munguia  
Harrison Romero  
Manuel Rodriguez

Notice of Monthly Meeting for January 2012

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for January 2012 will be held at the First Baptist Church, Avalon Texas, on Thursday January 12, 2012 at 7:00 p.m.

The agenda for the meeting is as follows:

1. Call meeting to order
2. Determine presence of a quorum
3. Visitor's concerns and comments
4. Review and approval of January 5, 2012 Special Meeting minutes
5. Reading and approval of minutes of previous meeting of December 8, 2011 minutes
6. Review and approval of financial report for payment of current expenses
7. Review and approval of repair invoices
8. Discuss and Act on Purchase of Gillespie Land
9. Sewer Update
10. New Sewer Plant Update
11. Discuss and Act on KSA contract
12. President's Report
13. Ratify Employee Christmas Bonus
14. Review and adopt ballot, director application form and election procedures
15. Manager's Report/Water Update
16. Executive Session
17. Open Forum
18. Adjourn

AVALON001215



# **Avalon Water and Sewer Service Corp**

## **Board of Directors Meeting**

**January 12, 2012**

### **MINUTES**

The Board of Directors of Avalon Water and Sewer Service Corporation met for their regularly scheduled meeting at the First Baptist Church Avalon, Texas 7:00 pm on Thursday January 12, 2012.

Directors present for this meeting were Patsy Russell, John Goodwyn, Denice Wimbish, Robin Donaldson, Santos Munguia, Harrison Romero, Manuel Rodriguez, Avalon employee Gregg Rodriguez and Dean Carrell Sewer Plant Consultant, Wendy Frank Assistant to Dean Carrell. Present from HILCO Electric Cooperative was Kent Smith Water Operations Manager and Abby Bason Water Customer Service Representative.

Meeting was called to order at 7:03 p.m. by Board President Patsy Russell and determined the presence of a quorum.

There were three members present Marcia Gillespie, and Carol Gillespie and Mary Bates, also present was Cindy Sutherland with the Neo-Tribune of Italy. Carol Gillespie advised the Board that the eleven acres that is up for sale would be enough for variances and that she would not sell the remaining twenty-five acres. Board agreed to get an appraisal and have the property surveyed before making any final decisions; Ms Gillespie was asked if she would consider paying for half of the appraisal/survey she said no. Land purchase was tabled.

Minutes of previous meeting of December 8, 2011 approved with a motion by Harrison Romero, second by Manuel Rodriguez. Motion carried unanimously.

Special Meeting minutes of January 5, 2012 were tabled as there was not a copy of the said minutes.

Harrison Romero made a motion to approve the financial report for payment of current expenses, second by Denice Wimbish. Motion carried unanimously.

Harrison Romero made a motion to approve the repair invoices, second by Robin Donaldson. Motion carried unanimously.

Dean Carrell updated the Board on the sewer plant; he explained that with more improvements and upgrades that KSA would be in favor of using the plant as long as the numbers continued to be good. Dean Carrell presented the Board with the KSA contract and a task order that would need to be signed. John Goodwyn made a motion to sign both the contract and the task order, second by Robin Donaldson. Motion carried unanimously.

AVALON001216

Dean Carrell discussed a fiberglass tank for lift station with a cost of \$1500 that would come out to \$37 a foot. Manuel Rodriguez said it would cost approximately \$5000 for the concrete work.

President Patsy Russell advised Board that John Goodwyn had resigned his position as of February 8, 2012. Board will need to find someone that might want to finish out John's term.

Board agreed to ratify Gregg Rodriguez' Christmas Bonus with a motion by Harrison Romero, second by Manuel Rodriguez. Motion carried unanimously.


Santos Munguia made a motion to adopt ballot, director application and annual meeting election procedures, second by Harrison Romero. Motion carried unanimously.

Board went into Executive Session to discuss Waste Water Financing.

Gregg advised Board that he would be taking his wastewater test on the following Tuesday.

With there being no further business the meeting was adjourned at 8:10 p.m. with a motion by Santos Munguia, second by John Goodwyn. Motion carried unanimously.

APPROVED BY THE BOARD OF DIRECTORS THIS 9<sup>th</sup> DAY OF February 2012.

  
Patsy Russell, President

  
Robin Donaldson, Sec/Trea

AVALON001217

# AVALON WATER AND SEWER SERVICE CORP

115 E Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AMENDED AGENDA

### Officers

Patsy Russell, President  
Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimbish  
Santos Munguia  
Harrison Romero  
Manuel Rodriguez

*Call Scott for lead set up maps for Auditor - done*

### Notice of Monthly Meeting for February 2012

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for February 2012 will be held at the First Baptist Church, Avalon Texas, on Thursday February 9, 2012 at 7:00 p.m

The agenda for the meeting is as follows:

1. Call meeting to order
  2. Determine presence of a quorum
  3. Visitor's concerns and comments - Carol Gillespie 10K of 12 hr. notice for meeting - per Open Meetings Act.
  4. Reading and approval of January 5, 2012 Special Meeting minutes - ??
  5. Reading and approval of minutes of previous meeting of January 12, 2012 minutes - approved
  6. Review and approval of financial report for payment of current expenses - approved
  7. Review and approval of repair invoices - approved
  8. Discuss and Act on Gillespie Land Purchase - table, talk to attorney before decision
  9. Sewer Update - smoke testing done, can start preparing grant info. \$350K to replace line from gym to school
  10. Discuss & Act on Gregg Rodriguez Medical Expenses - as much as financing allows.
  11. Upgrades to Wastewater Pump ~~\_\_\_\_\_~~
  12. New Sewer Plant Update
  13. President's Report - MANUELS Bill possibly joining board, possibly hiring new attorney
  14. Manager's Report/Water Update - lg. water loss 1,271,000 Dec. 21 - Dec. 31
  15. ~~Executive Session 7:07 8:00~~ Gregg got w/w license ~~per Man~~
  16. Open Forum
  17. Adjourn
- add John's resignation to next agenda*  
*discuss + act on attorney for board.*  
*new w/w pump Gregg*
- \* Call Russell @ USDA in Hillsboro re Avalon grant \*  
Teri Chenoweth  
contact  
AVALON 582-8411  
001218

*discuss bills from into health for employ*



# **Avalon Water and Sewer Service Corp**

## **Board of Directors Meeting February 9, 2012**

### **MINUTES**

The Board of Directors of Avalon Water and Sewer Service Corporation met for their regularly scheduled meeting at the First Baptist Church Avalon, Texas 7:00 pm on Thursday February 9, 2012.

Directors present for this meeting were Patsy Russell, Robin Donaldson, Denice Wimbish, Harrison Romero, Manuel Rodriguez, Avalon employee Gregg Rodriguez and Dean Carrell Sewer Plant Consultant, Wendy Frank Assistant to Dean Carrell. Present from HILCO Electric Cooperative was Kent Smith Water Operations Manager and Abby Bason Water Customer Service Representative.

Meeting was called to order at 7:12 p.m. by Board President Patsy Russell and determined the presence of a quorum.

There were three members present Marcia Gillespie, and Carol Gillespie and Mary Bates, also present was Cindy Sutherland with the Neo-Tribune of Italy. Carol Gillespie advised the Board that she had spoken to the State Attorney General due to Agenda's not being posted within the 72 hrs the state requires. Ms. Gillespie stated that they were willing to Delay taking any actions if matter was corrected.

Special Meeting minutes of January 5, 2012 were tabled as there was not a copy of the said minutes.

Minutes of previous meeting of January 12, 2012 approved with a motion by Harrison Romero, second by Denice Wimbish. Motion carried unanimously.

Harrison Romero made a motion to approve the financial report for payment of current expenses, second by Manuel Rodriguez. Motion carried unanimously.

Harrison Romero made a motion to approve the repair invoices, second by Manuel Rodriguez. Motion carried unanimously.

Patsy Russell asked that Item #8 of the agenda concerning the Gillespie Land Purchase be discussed in Executive Session.

Dean Carrell updated the Board on the sewer plant; states everything is looking good and the numbers are good also. His assistant Wendy Frank will begin to work on a USDA Grant.

Patsy Russell advised the Board that David Waishes is interested in serving on the Board to fill John Goodwyn's unexpired term.

President Patsy Russell told Board that she had intended to have Attorney Jessie J Munguia come and give them a presentation on himself and his company, but Jessie was unable to attend.

Kent Smith advised Board that Gregg had past his test and now has a Class D Groundwater license. Kent also shared with the Board that Gregg would be taking off Friday February 9, 2012 and may or may not be back Monday February 13, 2012 HILCO will be on call Thursday night February 9th through possibly Monday night February 13, 2012. Gregg has also stated that he may be off the week of February 20<sup>th</sup> 2012 in which HILCO will cover for him. Dean Carrell will be the person HILCO will call if there are any sewer problems.

Board went into Executive Session at 7:38 pm, returned from Executive Session at 8:15 pm. Board agreed to pay for half of Gregg's January 2012 medical expenses and will pay for Gregg's immunizations (hepatitis injection). Board will look into employee health insurance and will pay for part of that. Board discussed getting an employee job description in place along with an employee job evaluation form. Gillespie Land Purchase was tabled.

Gregg advised Board that he purchased one pump and has it up and running but needs to purchase a second one for back up.

With there being no further business the meeting was adjourned at 8:20 p.m. with a motion by Harrison Romero, second by Denice Wimbish. Motion carried unanimously.

APPROVED BY THE BOARD OF DIRECTORS THIS 8<sup>th</sup> DAY OF March 2012.

  
Patsy Russell, President

  
Robin Donaldson, Sec/Trea

# AVALON WATER AND SEWER SERVICE CORP

115 E Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AGENDA

### Officers

Patsy Russell, President

Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimbish

*not present* Santos Munguia

Harrison Romero

*not present* Manuel Rodriguez

### Notice of Monthly Meeting for March 2012

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for March 2012 will be held at the First Baptist Church, Avalon Texas, on Thursday March 8, 2012 at 7:00 p.m.

The agenda for the meeting is as follows:

- ✓1. Call meeting to order
- ✓2. Determine presence of a quorum
- ✓3. Visitor's concerns and comments
4. Appoint John Goodwyn's Replacement *skip David not here*
- ✓5. Reading and approval of January 5, 2012 Special Meeting minutes
- ✓6. Reading and approval of minutes of previous meeting of February 9, 2012
- ✓7. Review and approval of financial report for payment of current expenses
- ✓8. Review and approval of repair invoices
9. Sewer Update
- ✓10. New Sewer Plant Update
- ✓11. President's Report
- ✓12. Discuss & Act on an Attorney \$125 an hr. no retainer
- ✓13. Discuss & Act on Gillespie Land Purchase *Executive session*
- ✓14. Discuss hiring someone to help Gregg with reading meters
- ✓15. Discuss & Act on Health Insurance for Employee Gregg Rodriguez *table*
- ✓16. Manager's Report/Water Update
17. Discuss and Act on purchase of an additional pump
18. ~~Executive Session~~ *Discussed alleged violation of open meeting*
19. Open Forum *Attempt to Black mail the board.*
20. Adjourn

*Amendment Permit*  
*1) Admin*  
*2) Tech*  
*\$350 fee*  
*landowners up to*  
*a mile downstream*  
*Trey hired to*  
*read meters.*  
*\$10 an hr.*

AVALON001221

# **Avalon Water and Sewer Service Corp**

## **Board of Directors Meeting March 8, 2012**

### **AMENDED MINUTES**

The Board of Directors of Avalon Water and Sewer Service Corporation met for their regularly scheduled meeting at the First Baptist Church Avalon, Texas 7:00 pm on Thursday March 8, 2012.

Directors present for this meeting were Patsy Russell, Robin Donaldson, Denice Wimbish, Harrison Romero, Avalon employee Gregg Rodriguez and Dean Carrell Sewer Plant Consultant, Wendy Frank Assistant to Dean Carrell. Present from HILCO Electric Cooperative was Kent Smith Water Operations Manager and Abby Bason Water Customer Service Representative.

Meeting was called to order at 7:10 p.m. by Board President Patsy Russell and determined the presence of a quorum.

There were two members present Marcia & Carol Gillespie. Visitors present were Cindy Sutherland with the Neo-Tribune of Italy and Scott Hoelzle with KSA.

With a motion by Harrison Romero, David Waishes was appointed to fill John Goodwyn's unexpired term. Second by Denice Wimbish, motion carried unanimously.

Minutes of the Special Meeting held January 5, 2012 were approved with a motion by Harrison Romero, second by Denice Wimbish. Motion carried unanimously.

Minutes of previous meeting of February 9, 2012 approved with a motion by Harrison Romero, second by Robin Donaldson. Motion carried unanimously.

Harrison Romero made a motion to approve the financial report for payment of current expenses, second by Denice Wimbish. Motion carried unanimously.

Harrison Romero made a motion to approve the repair invoices, second by Robin Donaldson. Motion carried unanimously.

Dean Carrell updated the Board on the sewer plant; stated smoke test had been done and machine returned, advised that there were several areas of concern. There was four thousand gallons of sludge taken to the Italy plant. Upgrades on sewer plant are going well. Scott Hoelzle with KSA stated that permit renewal was denied by TCEQ; permit was amended and done as a new permit increasing gallonage to forty thousand per day from twenty-five thousand per day. Application/administration fee will be approximately three hundred and fifty dollars.



President Patsy Russell advised Board that USDA Loan was pulled due to nothing being done. Patsy asked that Item #13 of the agenda concerning the Gillespie Land Purchase be discussed in Executive Session.

Harrison Romero made a motion to hire Attorney Jesse Munguia, second by Denice Wimbish. Motion carried unanimously. Attorney Munguia advised Board that there usually was a two hundred dollar retainer but in this case will bill monthly at one-hundred twenty-five dollars an hour. Contract will be presented at April's Board meeting.

Harrison Romero made a motion to hire Everett Russell III (Trey) to help Gregg with reading meters and Trey will be paid ten dollars an hour, second by Robin Donaldson. Motion carried unanimously.

Issue of Health Insurance for Employee Gregg Rodriguez was tabled.

Kent Smith informed Board that a Matt Hamilton had asked about a meter(s) near Scott Green's and since we still owe Scott Green meters he told Mr. Hamilton we could not provide him with a meter at this time.

Harrison Romero made a motion to purchase an additional pump, second by Robin Donaldson. Motion carried unanimously.

Board went into Executive Session at 7:45 pm for the purpose of legal options on land acquisition, returned from Executive Session at 8:25 pm. Patsy Russell stated that after discussion with attorney the Board had agreed to go ahead and practice their right with eminent domain, there will be an appraisal done to find fair market value for varying buffer zone of five hundred to eight hundred feet and there will be a letter sent to surrounding land owners advising them of the findings and offer, motion made by Harrison Romero, second by Robin Donaldson. Motion carried unanimously.

With there being no further business the meeting was adjourned at 8:30 p.m. with a motion by Robin Donaldson, second by Denice Wimbish. Motion carried unanimously.

APPROVED BY THE BOARD OF DIRECTORS THIS 10<sup>th</sup> DAY OF May 2012.

  
David Waishes, President

  
Robin Donaldson, Sec/Trea

# **Avalon Water and Sewer Service Corp**

## **Board of Directors Meeting**

**March 8, 2012**

### **MINUTES**

The Board of Directors of Avalon Water and Sewer Service Corporation met for their regularly scheduled meeting at the First Baptist Church Avalon, Texas 7:00 pm on Thursday March 8, 2012.

Directors present for this meeting were Patsy Russell, Robin Donaldson, Denice Wimbish, Harrison Romero, Avalon employee Gregg Rodriguez and Dean Carrell Sewer Plant Consultant, Wendy Frank Assistant to Dean Carrell. Present from HILCO Electric Cooperative was Kent Smith Water Operations Manager and Abby Bason Water Customer Service Representative.

Meeting was called to order at 7:10 p.m. by Board President Patsy Russell and determined the presence of a quorum.

There were two members present Marcia & Carol Gillespie. Visitors present were Cindy Sutherland with the Neo-Tribune of Italy and Scott Hoelzle with KSA.

With a motion by Harrison Romero, David Waishes was appointed to fill John Goodwyn's unexpired term. Second by Denice Wimbish, motion carried unanimously.

Minutes of the Special Meeting held January 5, 2012 were approved with a motion by Harrison Romero, second by Denice Wimbish. Motion carried unanimously.

Minutes of previous meeting of February 9, 2012 approved with a motion by Harrison Romero, second by Robin Donaldson. Motion carried unanimously.

Harrison Romero made a motion to approve the financial report for payment of current expenses, second by Denice Wimbish. Motion carried unanimously.

Harrison Romero made a motion to approve the repair invoices, second by Robin Donaldson. Motion carried unanimously.

Dean Carrell updated the Board on the sewer plant; stated smoke test had been done and machine returned, advised that there were several areas of concern. There was four thousand gallons of sludge taken to the Italy plant. Upgrades on sewer plant are going well. Scott Hoelzle with KSA stated that permit renewal was denied by TCEQ; permit was amended and done as a new permit increasing gallonage to forty thousand per day from twenty-five thousand per day. Application/administration fee will be approximately three hundred and fifty dollars.

AVALON001224

President Patsy Russell advised Board that USDA Loan was pulled due to nothing being done. Patsy asked that Item #13 of the agenda concerning the Gillespie Land Purchase be discussed in Executive Session.

Harrison Romero made a motion to hire Attorney Jesse Munguia, second by Denice Wimbish. Motion carried unanimously. Attorney Munguia advised Board that there usually was a one hundred twenty-five dollar retainer but in this case will bill monthly at two hundred dollars an hour. Contract will be presented at April's Board meeting.

Harrison Romero made a motion to hire Everett Russell III (Trey) to help Gregg with reading meters and Trey will be paid ten dollars an hour, second by Robin Donaldson. Motion carried unanimously.

Issue of Health Insurance for Employee Gregg Rodriguez was tabled.


Kent Smith informed Board that a Matt Hamilton had asked about a meter(s) near Scott Green's and since we still owe Scott Green meters he told Mr. Hamilton we could not provide him with a meter at this time.

Harrison Romero made a motion to purchase an additional pump, second by Robin Donaldson. Motion carried unanimously.

Board went into Executive Session at 7:45 pm, returned from Executive Session at 8:25 pm. Patsy Russell stated that after discussion with attorney the Board had agreed to go ahead and practice their right with eminent domain. There will be an appraisal done to find fair market value for varying buffer zone of five hundred to eight hundred feet. There will be a letter sent to surrounding land owners advising them of the findings and offer.

With there being no further business the meeting was adjourned at 8:30 p.m. with a motion by Robin Donaldson, second by Denice Wimbish. Motion carried unanimously.

APPROVED BY THE BOARD OF DIRECTORS THIS 9<sup>th</sup> DAY OF April 2012.

  
Patsy Russell, President  
DAVID WAISHES

  
Robin Donaldson, Sec/Trea

AVALON001225

# AVALON WATER AND SEWER SERVICE CORP

115 E Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AGENDA

### Officers

Patsy Russell, President

David Waishes, Vice-President

Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimbish

Santos Munguia

Harrison Romero

Manuel Rodriguez

### Notice of Monthly Meeting for April 2012

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for April 2012 will be held at the First Baptist Church, Avalon Texas, on Thursday April 9, 2012 at 7:00 p.m.

The agenda for the meeting is as follows:

1. Call meeting to order
2. Realignment of Board of Directors
3. Visitor's concerns and comments
4. Approval of minutes of previous meeting of March 8, 2012
5. Review and approval of financial report for payment of current expenses
6. Review and approval of repair invoices
7. Reconfirm Adoption of Drought Contingency Plan
8. Discuss & Act on Attorney's Contract
9. Attorney's Report
  - \* Update on Gillespie Land
10. President's Report
11. Sewer Update/Update on Plant Upgrades
12. Discuss & Act on Purchase of Pressure Washer for Sewer Plant
13. Discuss & Act on Land Fill
14. Discuss & Act on Health Insurance for Employee Gregg Rodriguez *Tabled*
15. Manager's Report/Water Update
16. ~~Executive Session~~ *Refer to a memo on Health Insurance of Employee for use*
17. Open Forum
18. Adjourn

AVALON001226



# **Avalon Water and Sewer Service Corp**

## **Board of Directors Meeting April 9, 2012**

### **MINUTES**

The Board of Directors of Avalon Water and Sewer Service Corporation met for their regularly scheduled meeting at the First Baptist Church at 206 Giles St., Avalon, Texas 7:25 pm on Monday April 9, 2012 following the Annual Meeting.

Directors present for this meeting were Patsy Russell, Robin Donaldson, Denice Wimbish, Harrison Romero, David Waishes, Manuel Rodriguez, Avalon Employee Gregg Rodriguez and Jesse Munguia Attorney. Present from HILCO Electric Cooperative was Kent Smith Water Operations Manager, Abby Bason Water Customer Service Representative, and Debra Cole General Manager.

Meeting was called to order at 7:25 p.m. by Board President Patsy Russell and determined the presence of a quorum.

There were two members present Marcia & Carol Gillespie. Visitors present were Cindy Sutherland with the Neo-Tribune of Italy and Wendy Frank with the City of Italy.

With a motion by Harrison Romero and second by Patsy Russell, David Waishes was nominated to become President motion carried unanimously. Harrison Romero nominated Patsy Russell for Vice President, second by Manuel Rodriguez. Motion carried unanimously.

Minutes of previous meeting of March 8, 2012 approved with a motion by Harrison Romero, second by Manuel Rodriguez. Motion carried unanimously.

Harrison Romero made a motion to approve the financial report for payment of current expenses, second by Patsy Russell. Motion carried unanimously.

Harrison Romero made a motion to approve the repair invoices, second by Patsy Russell. Motion carried unanimously.

Accept Reconfirmation Adoption of Drought Contingency Plan motion made by Harrison Romero, second by Patsy Russell. Motion carried unanimously.

Attorney Jesse Munguia went over his contract with the Board; Harrison Romero made the motion to accept, second by Denice Wimbish. Motion carried unanimously.

AVALON001227

#9 Attorney's Report and #14 Employee issues to be discussed in executive session.

Valve stack leak at landfill, will be checked for protection.

Table sewer update and update on plant upgrades.

Patsy Russell made a motion to purchase a power washer not to exceed cost of six-hundred dollars, second by Harrison Romero. Motion carried unanimously

Patsy Russell read letter from Landfill stating if a contract was signed at this time, price would stay at seven dollars and eighty cents or price would be going up to ten dollars. Harrison Romero made a motion to accept the landfill contract, second by Patsy Russell. Motion carried unanimously. Patsy Russell also advised Board that the Grant/Loan notice was published in the newspaper.

Board went into executive session at 8:02 p.m. Board returned from execution session at 8:49 p.m. Health insurance for Avalon employee was tabled.

With there being no further business the meeting was adjourned at 8:50 p.m. with a motion by Patsy Russell, second by Robin Donaldson. Motion carried unanimously.

APPROVED BY THE BOARD OF DIRECTORS THIS 10<sup>th</sup> DAY OF May 2012.



David Waishes, President



Robin Donaldson, Sec/Trea

SPECIAL MEETING

April 30, 2012

- At 7:08 p.m. the meeting was called to order by President David Waishes. A quorum was determined. Board members present, David Waishes, Manuel Rodriguez, Harrison Romero, Denice Wimbish, Robin Donaldson. Also attending, board attorney, Jesse Munguia. Visitors attending - Carol Gillespie, Marcia Gillespie, Mary Bates, Pam Munguia, Jimmy Brown, Wayne Hastings, Jeremy Langley, Patty Hernandez and Neotribune reporter, Cindy Sutherland.
- Approval of April 9, 2012 minutes will take place at regular scheduled meeting May 10, 2012.
- David Waishes informed the board that two board members, Patsy Russell and Santos Munguia have submitted their resignations. Harrison Romero made a motion to accept the resignations, Denice Wimbish seconded the motion. Unanimous vote to accept resignations. Two individuals have expressed a desire to serve on the board, Jimmy Brown and Jeremy Langley. Harrison Romero made a motion that these two men be appointed to fill the remaining terms of Patsy Russell and Santos Munguia. Manuel Rodriguez seconded the motion. Unanimous board vote in favor of appointees.
- Harrison Romero made a motion to table the discussion and action on legal representation, seconded by Manuel Rodriguez. Vote was unanimous to table.
- At the advice of board attorney, the board moved into executive session at 7:17 p.m. The board moved out of executive session at 8:16 p.m.
- After reconvening the Special Called Meeting, the president stated that during the Executive Session the board discussed both alleged violations of the Texas Open Meeting Act and an alleged attempt to blackmail the board with their attorney. He stated that everything discussed is protected by Attorney-Client Privilege and therefore shall not be disclosed. The President's final statement was that since no action is being taken no vote shall be cast. There being no further business, Harrison Romero made a motion to adjourn, Denice Wimbish seconded the motion. Unanimous vote to close meeting. Close of meeting 8:18 p.m.

# AVALON WATER AND SEWER SERVICE CORP

115 E Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AGENDA

### Officers

David Waishes, President  
Jimmy Brown, Vice-President  
Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimbish  
Harrison Romero  
Manuel Rodriguez  
Jeremy Langley

### Notice of Monthly Meeting for May 2012

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for May 2012 will be held at the First Baptist Church, 206 Giles St., Avalon Texas, on Thursday May 10, 2012 at 7:00 p.m.

The agenda for the meeting is as follows:

1. Call meeting to order and determine a quorum
2. Visitor's concerns and comments
3. Approval of minutes of previous meeting of April 9, 2012
4. Review and approval of amended March 8, 2012 minutes
5. Review and approval of financial report for payment of current expenses
6. Review and approval of repair invoices
7. Attorney's Report
  - Review and approve Senate Bill 18
  - Discuss and act on legal representation
8. President's Report
9. Sewer Update/Update on Plant Upgrades
10. Discuss & Act on Health Insurance for Employee Gregg Rodriguez
11. Discuss & Act on having work orders to do work
12. Discuss & Act on employee time off needing to be approved by President or Board agent
13. TCEQ letter on sampling requirement
14. Manager's Report/Water Update
15. Discuss and Act on Well #1 Repairs
16. Discuss and Act on signature cards for all banks
17. Discuss and Act on USDA Operating Budget Information
18. Executive Session
  - Legal brief concerning waste water treatment site *no action*
  - Land appraisal
19. Open Forum
20. Adjourn

AVALON001230



# **Avalon Water and Sewer Service Corp**

## **Board of Directors Meeting May 10, 2012**

### **MINUTES**

The Board of Directors of Avalon Water and Sewer Service Corporation met for their regularly scheduled meeting at the First Baptist Church at 206 Giles St., Avalon, Texas 7:00 pm on Thursday May 10, 2012.

Directors present for this meeting were Robin Donaldson, Denice Wimbish, Harrison Romero, David Waishes, Manuel Rodriguez, Jimmy Brown, Jeremy Langley, Avalon Employee Gregg Rodriguez and Jesse Munguia Attorney. Present from HILCO Electric Cooperative was Kent Smith Water Operations Manager and Abby Bason Water Customer Service Representative.

Meeting was called to order at 7:05 p.m. by Board President David Waishes and determined the presence of a quorum.

There were four members present Marcia & Carol Gillespie, Mary Bates, Wendy Rodriguez and Kimberly Waishes. Visitor Cindy Sutherland with Neo-Tribune of Italy was also present and Contractors Dean Carroll and Wendy Frank.

Minutes of previous meeting of April 9, 2012 approved with a motion by Harrison Romero, second by Denice Wimbish. Motion carried unanimously.

Harrison Romero made a motion to approve the financial report for payment of current expenses, second by Jeremy Langley. Motion carried unanimously.

Harrison Romero made a motion to approve the repair invoices, second by Robin Donaldson. Motion carried unanimously.

Attorney Jesse Munguia reviewed Senate Bill 18 and stated did not apply to Water & Sewer Corporation. Discussion on legal presentation was tabled.

David Waishes informed Board had received resignations from Patsy Russell and Santos Munguia.

Dean Carroll reported DMR reports shows waste water plant is working. Form needs to be completed to expedite permit. Need to look at Engineering Plan with minor upgrades.

**AVALON001231**

Discussion of Employee Health Insurance, Work Orders and approval of Employee time-off were all tabled.

David Waishes asked that HILCO send letter to TCEQ explaining the sampling requirement.

Kent Smith reported Well #1 is out, there is a problem in the hole, pump and motor need to be pulled to determine what the problem entails. Harrison Romero made a motion to get someone to pull motor and pump and spend no more than \$7,600, second by Robin Donaldson. Motion carried unanimously. David Waishes asked that a cost analysis be done on this repair.

Robin Donaldson made a motion that Harrison Romero and Jeremy Langley be added to signature cards for all banks, second by Denice Wimbish. Motion carried unanimously.

Robin Donaldson made a motion to except and forward information to USDA on the operating budget, second by Harrison Romero. Motion carried unanimously.

Board went into Executive Session at 7:10 pm. Board returned from Executive Session at 7:55 pm with no action, no vote.

With there being no further business the meeting was adjourned at 9:02 pm with a motion by Harrison Romero, second by Robin Donaldson. Motion carried unanimously.

APPROVED BY THE BOARD OF DIRECTORS THIS 12<sup>th</sup> DAY OF July 2012.

  
\_\_\_\_\_  
David Waishes, President

  
\_\_\_\_\_  
Robin Donaldson, Sec/Trea

# AVALON WATER AND SEWER SERVICE CORP

115 E Main  
PO Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AGENDA

### Officers

David Waishes, President  
Jimmy Brown, Vice-President  
Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimblish  
Harrison Romero  
Manuel Rodriguez  
Jeremy Langley

### Notice of Monthly Meeting for June 2012

To All Members:

The regular meeting of Avalon Water and Sewer Service Corporation for June 2012 will be held at the First Baptist Church, 206 Giles St., Avalon Texas, on Thursday June 14, 2012 at 7:00 p.m.

The agenda for the meeting is as follows:

1. Call meeting to order and determine a quorum
2. Visitor's concerns and comments
3. Realignment of Board/Vote on Vice President position
4. Approval of minutes of previous meeting of May 10, 2012
5. Review and approval of financial report for payment of current expenses
6. Review and approval of repair invoices
7. Attorney's Report
  - o Discuss and act on legal representation
8. President's Report
9. Sewer Update/Waste Water Treatment Plant Improvements
10. Discuss & Act on having work orders to do work
11. Storage Building Use
12. Manager's Report/Water Update
13. Discuss and Act on Well #1 Repairs
14. Discuss and Act on signature cards for all banks
15. Executive Session
  - o Legal brief concerning waste water treatment site *no action*
  - o Land appraisal *no action*
  - o General Manager designation *more discussion*
  - o Gregg Rodriguez Annual Review *more discussion*
  - o Discuss & Act on Health Insurance for Employee Gregg Rodriguez *more discussion*
16. Open Forum
17. Adjourn

AVALON001233

# **Avalon Water and Sewer Service Corp**

## **Board of Directors Meeting**

**June 14, 2012**

### **MINUTES**

The Board of Directors of Avalon Water and Sewer Service Corporation met for their regularly scheduled meeting at the First Baptist Church at 206 Giles St., Avalon, Texas 7:00 pm on Thursday June 14, 2012.

Directors present for this meeting were Denice Wimbish, Harrison Romero, David Waishes, Manuel Rodriguez, Jimmy Brown, Jeremy Langley, Avalon Employee Gregg Rodriguez and Jesse Munguia Attorney. Present from HILCO Electric Cooperative was Kent Smith Water Operations Manager and Abby Bason Water Customer Service Representative.

Meeting was called to order at 7:05 p.m. by Board President David Waishes and determined the presence of a quorum.

There were six members present Marcia & Carol Gillespie, Patsy Russell, Patty Hernandez, Pam Munguia, Carrie Langley. Barry Byers with Neo-Tribune of Italy was also present and Contractors Dean Carroll and Wendy Frank.

Patsy Russell advised Board that Mr. Palacios had approached her about not being able to move meter he has been paying for but not used. Tariff states must be adjoining properties.

Harrison Romero nominated Jimmy Brown to fill opening for Vice-President, second by Jeremy Langley. Motion carried unanimously.

Minutes of May 10, 2012 meeting approved with correction with a motion by Harrison Romero, second by Denice Wimbish. Motion carried unanimously.

Harrison Romero made a motion to approve repair invoices, second by Manuel Rodriguez. Motion carried unanimously.

Harrison Romero made a motion to approve the financial report for payment of current expenses, second by Jeremy Langley. Motion carried unanimously.

Attorney Jesse Munguia arrived shortly after meeting began was not ready to make any presentation. Discussion on legal representation was tabled.

David Waishes informed Board he and Gregg Rodriguez had gone to Austin to TCEQ spoke with Mr. Roesch. There was a discussion of adding a tank and lift station and TCEQ was informed of the upgrades that have already been done.

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Dean Carroll added that the trip made by David Waishes and Gregg Rodriguez to TCEQ seemed positive. Dean Carroll advised that Avalon numbers are still under limits 19/20 but recommends adding pump to aerate at first basin with mixer and clarifier. David Waishes asks the Board to consider giving permission to spend and not exceed \$11,500 to begin repairs. Motion made by Harrison Romero, second by Manuel Rodriguez. Motion carried unanimously. Dean Carroll reported to Board that Italy will continue to take the sludge from Avalon at no cost.

Kent Smith presented Board with cost analysis on repairs to Well #1 of \$15,391.90. David Waishes will go to School Board meeting to ask for monetary help, since the school benefits from this well. Denice Wimbish made a motion to spend \$15,391.90 where School agrees to help or not, second by Manuel Rodriguez. Motion carried with 3 remaining Board members agreeing and Harrison Romero abstained due to conflict.

Tabled work orders and storage building use.

Board went into Executive Session at 8:25 pm. Board returned from Executive Session at 9:12 pm with no action, no vote. Need more discussion on General Manager Designation and Employee Annual review /Health Insurance.

Abby Bason advised Board that there is an old Bank account that has \$415 and Paula Solis HILCO Accountant asked if Avalon wants that account closed or left open. Board agreed that if there were not any charges for having small amount in account to leave it, Motion made by Jeremy Langley, second Denice Wimbish. Motion carried unanimously.

With there being no further business the meeting was adjourned at 9:23 pm with a motion by Jeremy Langley, second by Jimmy Brown. Motion carried unanimously.

APPROVED BY THE BOARD OF DIRECTORS THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2012.

\_\_\_\_\_  
David Waishes, President

\_\_\_\_\_  
Robin Donaldson, Sec/Trea

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# AVALON WATER AND SEWER SERVICE CORP

115 E Main  
Box 246

Itasca, Texas 76055  
Phone: 254-687-2331  
Fax: 254-687-2428

## AGENDA

### Officers

David Walshes, President  
Jimmy Brown, Vice-President  
Robin Donaldson, Secretary/Treasurer

### Directors

Denice Wimbish  
Harrison Romero  
Manuel Rodriguez  
Jeremy Langley

### Notice of Monthly Meeting for July 2012

To All Members.

The regular meeting of Avalon Water and Sewer Service Corporation for July 2012 will be held at the First Baptist Church, 206 Giles St., Avalon, Texas, on Thursday July 12, 2012 at 7:00 p.m.

The agenda for the meeting is as follows:

1. Call meeting to order and determine presence of a quorum
  2. Visitor's concerns and comments
  3. Review and approval of minutes of previous meeting June 14, 2012
  4. Review and approval of repair invoices
  5. Review and approval of financial report for payment of current expenses
  6. Attorney's Report
    - Discuss and Act on Attorney Legal Representation and fees
  7. President's Report
    - Discuss and Act on Moving of Meter for Miguel Palacios
  8. Sewer Update/Waste Water Treatment Plant Improvements
    - Discuss and Act on Well #1 Repairs
  9. Managers Report/Water Update
  10. Discuss and Act on Work Orders
  11. Discuss & Act on Storage Building use
  12. Executive Session
    - Legal brief concerning waste water treatment site *no action*
    - Land appraisal
    - General Manager designation *Tabiod*
    - Avalon HILCO Contract
    - Discuss & Act on Gregg Rodriguez Annual Review and Health Insurance
  13. Open Forum
  14. Adjourn
- Approved 15th month pay increase for Gregg Rodriguez to cover health insurance.*

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# **Avalon Water and Sewer Service Corp**

## **Board of Directors Meeting July 12, 2012**

### **MINUTES**

The Board of Directors of Avalon Water and Sewer Service Corporation met for their regularly scheduled meeting at the First Baptist Church at 206 Giles St., Avalon, Texas 7:00 pm on Thursday July 12, 2012.

Directors present for this meeting were Robin Donaldson, David Waishes, Jimmy Brown, Jeremy Langley, Denice Wimbish, Avalon Employee Gregg Rodriguez and Jesse Munguia Attorney. Present from HILCO Electric Cooperative was Kent Smith Water Operations Manager and Abby Bason Water Customer Service Representative.

Meeting was called to order at 7:00 p.m. by Board President David Waishes. Jeremy Langley determined the presence of a quorum.

There were six members present Marcia & Carol Gillespie, Mary Bates, Ron Gillespie, Pam Munguia and Jesus Palacios also present Contractors Dean Carroll and Wendy Frank.

Ron Gillespie asked if Board was sure they wanted to discuss everything listed under Executive Session in Executive Session, Board President David Waishes answered yes.

Minutes of previous meeting of June 14, 2012 approved with a motion by Jimmy Brown, second by Denice Wimbish. Motion carried unanimously.

Jimmy Brown made a motion to approve the one repair invoice, second by Robin Donaldson. Motion carried unanimously.

Robin Donaldson made a motion to approve the financial report for payment of current expenses, second by Jimmy Brown. Motion carried unanimously.

Attorney Jesse Munguia presented the Board with the contract between Avalon Water & Service Corporation and himself for review. He asked that the Board have an attorney look over the contract. Attorney Munguia went over his charges of \$100 per hour net 30 days versus retainer. Jimmy Brown made a motion to table matter so Board could look over contract or have an attorney look over it, second by Jeremy Langley. Motion carried unanimously.

David Waishes informed Board that he received letter from TCEQ Financial Administration Committee stating that the \$66,275.00 fine was dropped. After inspection Mr. Waishes was contacted by a Mr. Slocum with TCEQ stating a concern about lines, the infrastructure is old and needs to be replaced; Avalon will be working on that.

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On the Miguel Palacios meter, Board agreed that if Mr. Palacios paid for moving meter that will be done with only the charge to move meter and road bore if one needs to be done, motion by Jimmy Brown, second by Jeremy Langley. Motion carried unanimously.

Wendy Frank asked that submitting DMR electronically be considered, per David Waishes that is to be added to August Agenda. Dean Carroll stated that we are waiting on smoke test and that information on permitting process is to be sent.

Kent Smith reported that there is something wrong in the hole of Well #1, Jimmy Brown made a motion to spend \$5,737.25 and try to reduce labor cost, second by Robin Donaldson. Motion carried unanimously.

Work orders will be attached to an email. Unable to use Storage Building for work orders. Board agreed to pay Employee Gregg Rodriguez \$30 a month so that he may increase his data plan on his personal phone. Motion made by Jimmy Brown, second by Denice Wimbish. Motion carried unanimously.

Board went into Executive Session at 8:21 pm. Board returned from Executive Session at 8:52 pm. No action therefore no vote on legal brief concerning waste water treatment site or land appraisal. General Manager Designation was tabled. Jimmy Brown made a motion to discuss Avalon/HILCO contract further, second by Jeremy Langley, motion carried unanimously. Jimmy Brown made a motion to increase Gregg Rodriguez' pay \$150 a month to cover his pay increase and pay on his portion of health insurance, second by Denice Wimbish, motion carried unanimously.

With there being no further business the meeting was adjourned at 8:55 pm with a motion by Robin Donaldson, second by Jimmy Brown. Motion carried unanimously.

APPROVED BY THE BOARD OF DIRECTORS THIS 9<sup>th</sup> DAY OF August 2012.

  
David Waishes, President

  
Robin Donaldson, Sec/Trea

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