

**RIVER ROAD WATER WORKS, INC.  
BOARD MEETING MINUTES**

**March 19, 2025**

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**PRESENT: J. Hough, M. Philley, B. Clack, L. Thompson, G. Branch, R. Ogles & R. Goodman**

**ABSENT: None**

**STAFF PRESENT: T. Englerth, K. King, G. Dixon, A. Martin VISITOR(s): None**

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The board members of the River Road Water Works, Inc. (RRWW) met at the system office on Hwy 80 on the date noted above for its regular monthly meeting. President Hough called the meeting to order at 8:05 a.m. and roll call revealed the members present as indicated above. Hough stated there were no visitors present and asked the members to review the minutes from the regular meeting on **February 19, 2025**. After reviewing the minutes, Goodman made a **motion** to approve the minutes as presented. It was seconded by Branch and the motion passed.

**Item III: Unfinished Business**

**Item A: Report from Committees:**

1. *Operations/Maintenance* – Ogles had no report.
2. *Finance* – Branch had no report.

**Item B: Grant Applications/Requests** – Dixon reported no changes since last month other than item #3:

1. 2022/23 LGAP – Approved for \$17,375 by RPPJ 11/2024.
2. 2022/23 CWF – Approved for \$50,000 (meters)
3. 07/24 Fed Grant: \$25K for generator – original plan was to repurpose funds for generator related wiring upgrades at Goose Hollow site. New Palmetto project includes upgrades for this already so Hough recommended contacting grant holder to determine if we can use these funds to purchase the generator for the site and then those funds in Palmetto project can be allocated to other areas. Dixon said she would contact them and see if we can secure the funds by purchasing this generator.

**Item C: Outstanding Board Items**

1. *Update on Shuler project(s)* – Hough, King, Dixon and Englerth provided the following:
  - a. Office Building – Dixon reported Shuler is still working on the plans but no new information to report.
  - b. Palmetto Addition Annex – Hough reported that Schuler hopes to have bids out to begin in mid to late summer. Goodman had some questions about fire hydrants and lines around Davis Lake. Also, Hough said he had contacted Franklins and they will provide an acre for new site as previously agreed.
  - c. Meta site line location/well project – the following updates were provided:
    - i. Hough said he contacted Meta about helping with the cost of locating lines in the area and the representative said they would provide some financial assistance.
    - ii. Hough also reported on the temporary construction water contract that he and Dixon had talked to Meta about and would not sign the contract as presented since it did not include a lot of the items RRWW suggested. After some discussion, the Meta rep indicated they would revise and soften some of the terms and get it back to us to review.
    - iii. Hough said he and Dixon got a letter for LDH about the Caston Road RV camp indicating they had grant writers etc. to help with upgrades for the system. The members had some discussion but all agreed that since most of these improvements in the area are temporary and not in the best interest of RRWW to accommodate all of them when doing so may cause RRWW issues with LDH such as TTHMs and other problems years down the road. The current board of RRWW is intent on keeping the water system safe and viable for the customers and members who live here daily and intend to stay in the area not for the short-term benefit of some land owners and investors looking to make a profit in the interim without any regards to the long-term ramifications.
2. *Update on Improvement Plan/Preventative Maintenance Projects*
  - a. Well/tank fencing cleanup – King reported these items are complete.
  - b. Office Property cleanup – No update was provided.

**Item IV: New Business**

**Item A: Office Manager/Financial Report**

1. *Financial Report* - Dixon reviewed the financials for the previous month and discussed the following: She noted that financials appear to be on budget for the month except for the \$38K to purchase the third truck. The delinquent accounts over 30 days were down to \$3,300 from \$3,600 in January and \$4,390 in December.

<b>Monthly Financial Comparison:</b>	<b><u>12/31/22</u></b>	<b><u>12/31/24</u></b>	<b><u>02/28/25</u></b>
a. General Fund Bal (#1923) =	\$ 108,339.16	\$ 200,681.17	\$ 225,335.57
b. Delinquent Accts +30 days =	\$ 2,832.00 (313)	\$ 4,390.34 (86 > 30/days)	\$ 3,282.86 (73 >30days)
c. Monthly water billed =	\$ 56,059.06 (1171)	\$ 52,072.13 (1178)	\$ 54,853.03 (1176)
d. Monthly water produced =	7,593M gals	8.176 M gals	8,290M gals
e. Monthly water sold/consumed =	5,592M gals (18% LR)	4.989 M gals (27% LR)	7,180 M gals (13% LR)
f. Bal Expense Acct (CPB#1206) =	\$ 1,575.96	\$ 3,672.15	\$ 5,074.66
g. Bal Constr Acct (CPB#451) =	\$ -0-	\$ 39,371.01	\$ 48.78
h. Bal CD (Deposits) (GBT) =	\$ -0-	\$ 64,000.00	\$ 64,000.00
i. Bal Savings/Reserve Acct \$	50,661.33	\$123,978.84	\$116,307.96
1. Contingency Reserve \$	19,079.06	\$ 59,962.76	\$ 65,413.92
2. Debt Service Reserve \$	3,796.45	\$ 6,508.23	\$ 6,508.23
3. O&M Reserve	\$ 42,515.69	\$147,795.74	\$161,833.08
4. Auto Reserves	<u>\$ 13,059.34</u>	<u>\$ 26,271.06</u>	<u>\$ 0.00</u>
MM TOTAL (#5546)	\$129,111.87	\$364,516.63	\$314,992.24

**TOTAL DEPOSITS (Gen/Reserves/Deposit Reserve)=====➔ \$ 647,8050.06**

With no other questions, Clack made a **motion** to approve the financials which Thompson seconded and the motion passed.

**Item B: Operator Report**

1. *Meter Reading Update*

- a. Meter Replacements – King reported Martin found 15 meters that were inactive but not locked. They replaced 20 meters last week and 40 for month. There are 379 meters left to replace and we have around 100 meters in storage. There was some discussion about purchasing enough meters to finish before year end but decision was made to wait for grant money.
- b. Usage Report/Leaks – Englerth reported they found and fixed the 2" leak on Gin Road which was about 100,000 gallons per day which should greatly reduce loss ratio. Ratio was down to 13% for February. Philley noted that with that amount of water retained now it should cover what Meta is wanting in construction water. There was some additional discussion about storage tanks, how long the pumps are running and capacity but no action taken.

2. *Water Report*

- a. Boil Advisory(s)TTHM – Englerth/King reported 6 breaks and one boil advisory in February. None active at this time.
- b. Update on Flushing program/811 Calls – King reported there are two valves to reconfigure to prevent freezing but they think they have that issue resolved. Also, he stated we are still averaging about 30-40 811 calls per week.

**Item C: Board Member Items**

- 1. *2024 Audit Preparation* – Dixon said it is ongoing and Mr. Hart will be at the office on Friday to pickup some information and review some issues with her. Members had a discussion about the audit but no action was necessary.
- 2. *Annual Meeting* – Dixon reported notices were sent out and everything is set for April 8<sup>th</sup> @ 6:00 p.m. at HR School.
- 3. *Executive Session* – Hough said he would entertain a motion for executive session if necessary. There was no motion.

**Item V: Adjourn**

With no other agenda items or discussion, Philley noted the annual meeting is the next regular meeting scheduled for **Tuesday, April 8, 2025 at 6:00 p.m.** Branch then made a **motion** to adjourn that Ogles seconded and the meeting adjourned at 9:00 a.m.

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**George M. Philley**