



**MEETING MINUTES
REGULAR BOARD MEETING,
JUNE 24, 2025**

Present (in person): John Cammick, President; Frank Potter, Secretary; Cole Williams; Mikes Maillakakis, General Manager; Susan Duvall, Fiscal Officer

Present (via Zoom): P. Michael Rose Treasurer; Paul Brown; Denny Dekker, Michael Dreikorn; Tom Ferguson

Absent (excused): Bill Deile, Vice President

- A. The meeting was called to order at 10:12 AM by President John Cammick.
- B. The roll call was performed by Secretary Frank Potter.
- C. The General Manager Mikes Maillakakis requested that the following Agenda Items not be discussed to allow more time for old and new business.
 - a. Agenda Item 4.A.b.i April's Balance Sheet Report, see Exhibit 62
 - b. Agenda Item 4.A.b.ii May's Balance Sheet Report, see Exhibit 63
 - c. Agenda Item 4.A.c.i April's Income Statement, see Exhibit 64
 - d. Agenda Item 4.A.c.ii May's Income Statement, see Exhibit 65
 - e. Agenda Item 4.C.a April's Director's Report, see Exhibit 71
 - f. Agenda Item 4.C.b May's Director's Report, see Exhibit 72
 - g. Agenda Item 4.C.c Director's Report Chart-1, see Exhibit 73
 - h. Agenda Item 4.C.d Director's Report Chart-2, see Exhibit 74
 - i. Agenda Item 4.C.e Director's Report Chart-3, see Exhibit 75
 - j. Agenda Item 4.D.a April's Operation's Report, see Exhibit 76
 - k. Agenda Item 4.D.b May's Operation's Report, see Exhibit 77

Cole Williams made a motion to move these agenda items to a consent agenda, and approve the modified meeting agenda, see Exhibit 58. The motion was seconded by Tom Ferguson. The motion passed.

- D. The Board of Director's Attendance Report was reviewed. Frank Potter made a motion to approve the report, seconded by Cole Williams, see Exhibit 59. The motion carried.
- E. The minutes from the Regular Board Meeting held on April 29, 2025, were presented. John Cammick moved, seconded by Frank Potter for approval of the minutes. The motion carried.
- F. The minutes from the Special Board Meeting held on May 27, 2025, were presented. Cole Williams made a motion, seconded by Frank Potter for approval of the minutes. The motion carried.

- G. April's and May's Treasurer's Report Exhibit 60 were given by the Fiscal Officer. Treasurer's Report Chart-1 Reserves Graph Exhibit 61 was given by the General Manager. Frank Potter moved, seconded by Paul Brown, for approval of the Treasurer's Report. The motion carried.
- H. The proposed changes to the Income Statement Exhibit 66, were presented by the General Manager. Income Statement Chart-1 Revenue % by Month Exhibit 67, Income Statement Chart-2 O&M Expenses % by Month Exhibit 68, Income Statement Chart-3 Total Uses % by Month Exhibit 69 presented by the General Manager. Frank Potter moved, seconded by Paul Brown, for approval of the changes to the Income Statements. The motion carried.
- I. No report from Attorney Zach Liebetreu.
- J. The new Operation's Report Chart-1 for Unknown Water Loss was reviewed, see Exhibit 78.
- K. The General Manager's Report was presented, see Exhibit 79. The General Manager Mikes Maillakakis reported on:
- a. Capital Project Updates
 - b. Development
 - c. Modernization
 - d. Staff updates
 - e. CoCC annexations
 - f. Water Loss
 - g. Rate Increase
 - h. Operations

Denny Dekker moved, seconded by Paul Brown for approval of the General Manager's Report. The motion carried.

- L. As part of New Business, the General Manager presented a Memo, see Exhibit 80, regarding the bids for the Well Acidization Project GL288006.
- a. The General Manager first reviewed the Specific Capacity Charts for Production Wells 4 and 7 (Pages 7 and 8 of the memo) to explain what well acidization is and the need for it. Graphics regarding the topic were also reviewed on a whiteboard.
 - b. Then the General Manager presented the results of the bid. Michael Rose asked what the difference was between the two bidders? It was \$32,510 which is 7.5% difference between the two bidders. In reviewing the bid analysis letter some directors asked the General Manager if he asked the contractors if the bid amounts were the contractors' "Best and Final Offer" (BAFO). The General Manager stated he had never heard of that term and asked if this term applied to procurement of construction services or professional services. There was a conversation about BAFO. The attorney was asked about, he had no knowledge of the term either. Finally, a few Board Directors requested that the General Manager ask the contractors whether their submitted bids represented their BAFO. The

General Manager agreed to investigate the topic and request BAFO if it was determined appropriate in this context.

- c. A discussion was held about why there was a need for \$174,430 budget amendment to fully fund the cost for the lowest bidder. The General Manager explained that it was due to an oversight on his part. The budget estimate for this project was done in October 2023 for inclusion in the FY24 Budget. When the project was pushed from FY24 to FY25, the project cost estimate was not updated. A discussion was also had about only two of the eight well services companies submitting bids, and it possibly be related to increased demand for these services.
 - d. Michael Rose made a motion to approve the lowest bidder after investigations into BAFO were made. The motion was seconded by Denny Dekker and passed.
 - e. Michael Rose made a motion to approve a budget amendment to move \$174,430 out of reserves and into the FY25 budget to fully fund this project. The motion was seconded by Cole Williams and passed.
- M. As part of New Business, the General Manager presented a Memo, see Exhibit 81, requesting a one-time moving allowance for the new engineer if they live outside of the tri-county area. Cole Williams motion to approve, seconded by Frank Potter. The motion carried.
- N. As part of Old Business, the General Manager presented a Memo, see Exhibit 82, about a one-time merit-based raise for the Fiscal Officer, based on the recommendation of the Admin & Personnel Committee. Frank Potter made a motion to approve, seconded by Denny Dekker. The motion carried. The Fiscal Officer expressed her appreciation for the raise.
- O. As part of Old Business, the General Manager presented a Memo, see Exhibit 83, about his annual evaluation. The Board retired to the Executive Committee and the Fiscal Officer and General Manager left the Board Room. After the Executive Committee, the Fiscal Officer and General Manager returned to the Board Room. The General Manager was informed he was receiving a one-time 10% merit-based increase in salary, based on the recommendation of the Admin & Personnel Committee. The General Manager expressed his appreciation for the raise.
- P. As part of Old Business, the General Manager requested to table a Memo, see Exhibit 84, related to changing the hours of the Customer Service Department and staff. The General Manager will bring this memo back at the Regular Board Meeting in August after more early morning data has been gathered.
- Q. As part of Old Business, the General Manager presented a Memo, see Exhibit 85, with the research the Board wanted regarding a new CD. The General Manager said he thought that \$500,000 to \$750,000 could be placed in a CD without hindering the payment of CIP projects. After lengthy discussion Denny Dekker made a motion that a new certificate of deposit (CD) be entered into with Centennial Bank, with a one-year term and 2.9% interest rate, in the amount of \$750,000. The motion was seconded by Paul Brown. The motion carried.

- R. As part of Old Business, the General Manager presented a Memo, see Exhibit 86, about a credit line with Centennial Bank. After a lengthy debate the topic was tabled. Further research will be done, and this topic will be brought back at the Regular Board Meeting in August.
- S. A motion was made by Paul Brown to approve the Consent Agenda, seconded by Frank Potter, the motion carried.
- T. The Board agreed that the second Production-Distribution Committee will be held on July 29, 2025.
- U. The Board agreed that the next Regular Board Meeting will be held on August 26, 2025, at 10:00 AM.
- V. There being no further business before the Board, the Regular Meeting was adjourned at 12:57 PM.

Mikes Maillakakis for Frank Potter, Secretary