

**Reform Water User Association
Board Meeting Minutes
March 6th, 2025
Location: Sherwood Community Center**

The meeting was called to order by President Keith Woods at 6:30 p.m. and attendance was recorded.

Present

Keith Woods, Presiden
Junior Grantham, Vice President
Charles Fondren, Secretary

Absent

Robert Bright

Others in Attendance

Daniel Gilliland, Gilliland's Services
Tammi McGarr, GTPDD
Katy Henry, GTPDD
Ophelia Lee & Robert Hightower

A motion to approve the last board minutes was made by Junior Grantham seconded by Charles Fondren and approved by the board.

Guest Concerns

1. Meter and Water Line Issues (351 & 352 Lee Road):

- Report of low water pressure and a leak possibly due to vehicles parking on/around the meter area.
- Discussion on relocating meters from neighboring yards to prevent future damage.
- A fire hydrant was requested, but the current line is too small to support it.

2. Daniel's Operator Report:

- Visited the site, marked utilities.
- Confirmed relocation is possible but would result in the association assuming responsibility for the extended water line.
- Emphasized the need for an easement and concerns over setting a precedent for similar customer requests.
- Recommendation to evaluate total cost and determine board policy before proceeding.

Policy Discussion

- Clarification of policy regarding meter relocation and who bears the cost.
- Suggestion that if relocation is done, the customer may need to bear part or all of the cost.
- Recommendation to gather detailed cost estimates and present them to the customer before making a decision.
- Caution expressed about creating expectations for all customers with similar setups.

Financial Report

- **Total Income:** \$28,040.22
- **Expenses:** \$33,000+ (includes USDA loans, insurance, service charges, and returned checks)
- **Operating:** \$27,224.46

- Note: February ended with a reported loss due to purchases for water/well upkeep.
Motion to approve the financial report was made, seconded and passed.

Disconnection & Payment Report

- Only 8 customers were eligible for lock-offs for non-payment over \$40.

Rate Increase Discussion

- Motion from Charles, with Junior seconding to raise the base rate to \$30 and increasing overage to \$7 per 1,000 gallons above 2,000 gallons.
- Comparisons made with other local associations (e.g., New Light Water Association at \$50–60 avg. bill).
- Emphasis on financial necessity: Association short \$93,000 in annual revenue.
- Noted improvement in leak repairs and reduced monthly expenses due to better management.
- Agreement to notify customers of potential rate changes through website and bills.

Action Items:

- Provide customers notice of proposed rate increase and invite them to the next meeting.
- Prepare demo financial projections based on proposed rate changes.
- Include comparisons to other associations' rates and financial impacts on future bills.

Operator Report

- Total hours worked: ~121 (billed for 98)
- Major tasks included:
 - 5 water leaks
 - 2 meter sets
 - 5 MS 811 locates
 - 8 lock-offs
- Multiple customer calls and follow-ups
- Leak repairs significantly reduced monthly water loss and expenses.
- Encouraged transparency and consistency in handling customer requests for meter relocations.

Old & New Business

- Plans for future water rate studies once full data is available.
- Reminder of continued cost-saving efforts and progress made since October.

A motion for meeting adjourned passed unanimously.

Members signed checks and financial documents as needed.

Next Meeting: April 10th, 2025 at Sherwood Community Center

Keith Woods, President

