

**Reform Water User Association**  
**Board Meeting Minutes**  
**August 7<sup>th</sup>, 2025**  
**Location: Sherwood Community Center**

The meeting was called to order by President Keith Woods at 6:05 p.m.

**Present**

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

**Absent**

Robert Bright

**Others in Attendance**

Katy Henry, GTPDD  
Daniel Gilliland, Gilliland's Services  
Chad Johnson, Gilliland's Services  
Leona Kilgore  
Shane Kelly  
Stacey & Leigh Johnson  
David Griggs  
Dana Murphy

The minutes for July were motioned for approval unanimously.

**New Business**

- The board asked GTPDD to start sending alerts out for monthly board meetings, as well as making sure Gilliland's Services information is on the back of the bill. This is to encourage customers to come to board meetings.
- There are many accounts/meters that are multi residence that are not being charged correctly – board will need to go through accounts with known multiple residences and decide how to charge out, finalize and approved.

**Customer Account Issues**

- Stacey & Leigh Johnson believes there is an error with his meter, Daniel asked for customer to take readings of meter when leave and come back multiple days. Gilliland's Services replaced meter – will continue to follow up. Multiple Datalogs have been completed.
- Shane Kelly & Leona Kilgore were told to run water while Daniel Gilliland installed blow off valves, to help clear water, the board agreed to average the bills for the customers on Mabus Rd for August & September due date. Leona Kilgore stated low water pressure, Shane Kelly does not have low water pressure, even being at end of line, he confirmed he had a small main line to help with pressure.
- Dana Murphy stated bill continue to rises, cannot find any leaks. Gillilands Services will data-log the meter while customer is home – Dana later confirmed they had a toilet leaking.
- David Griggs came to discuss a high bill, Daniel Gilliland explained his datalog to him, water was left on for hours at a time consistently. David Griggs has multiple residences hooked to one meter. The board will need to discuss to see if any rate changes needed to be done on Mr. Griggs account. He is a commercial rate but for only one unit, Gilliland's Services showed a shop, 2 apartments inside, 2 single wide trailers, 1 double wide and 2 storage sheds that can be tiny homes.

- Terry Frost had a running toilet confirmed by data-log & customer.

The board motioned for approval for leak forgiveness, unanimously for Terry Frost. The accounts on Mabus Road will be averaged due to getting clear water since the blow off valves were installed.

### **Financial Report**

- GTPDD requested an update from Watkins, Ward & Stafford for the financial reports for 2024 and budgets for 2025. Mr. Keith will get an update for GTPDD.
- Last month expenses ~\$42,000, resulting in ~\$10–11k loss. Revenues ~\$33,200. Next month outlook better with ~\$27,000 expenses.
- Office requested bank view access to enable transfers. Accounting reconciliations ongoing.

Junior Grantham motioned for approval, Charles Fondren seconding. All in favor.

### **Operator Report**

- Several customers reported unusually high bills. Operator provided Neptune data-log explanations, showing spikes consistent with running toilets or leaks. Home testing methods were explained.
- Reported 8 leaks, 3 leaks were from Mastech bore crew hits, 13 regular locates and 30 locates called out by Mastech Boring Crew on Hwy 9.
- Reports Mastech should only be in Reform another week or so, hopefully slowing down on 811 call outs, leaks and breaking of lines.

### **Old Business**

- Board Training will be followed up
- Letter for Neel Schafer was approved to be sent to our engineers to start looking for grants for long range plans and necessary improvements to aged infrastructure.
- Letters for Mastech & MDOT was approved, Gilliland Services & GTPDD will come with an invoice to be approved to be sent off.
- The iPad is all set up and being used for meter reading.
- Second rate study is almost complete, at the next meeting some dates will need to be picked out for presentation.

The meeting was motioned for adjournment at 8:26 p.m. by Junior Grantham, seconded by Charles Fondren

**Next Meeting:** The meeting is September 4th, 2025 at Sherwood Community Center

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Keith Woods, President

