

**MINUTES OF THE BOARD OF DIRECTORS' MEETING
GREATER TEXOMA UTILITY AUTHORITY**

MONDAY, FEBRUARY 18, 2013

**AT THE ADMINISTRATIVE OFFICES
5100 AIRPORT DRIVE
DENISON TX 75020**

Members Present: Don Skelton, Bill Johnson, George Rowland, Jeannie Anderson, Dick Dowd, Everett Grantham, Mark Kuneman, David Sprowl, Clyde Yeatts

Members Absent: None

Staff: Jerry Chapman, Carolyn Bennett and Carmen Catterson

Visitors: Mike Wynne, Wynne and Smith, LLC
Jonathan Cannon, Herald Democrat
Kevin Farley, City of Pottsboro

I. Call to Order

President Skelton called the meeting to order at 12:32 PM

II. Administer Oaths of Office

Mrs. Catterson issued the Oaths of Office to Board Members Anderson, Kuneman and Sprowl.

III. Consider and act upon a Resolution of Appreciation for Duane Hayes and present Plaques of Appreciation to former Board members

This item will be tabled until the next meeting due to the absence of both parties due to illness. Mr. Hayes' wife had a heart attack and her cardiologist appointment was at the same time as the meeting. Mr. Kirley had a family member with the flu.

IV. Consent Agenda

The items marked with an asterisk (*) are considered routine by the Board of Directors and will be enacted in one motion with the consent agenda. President Skelton asked the Board if there were any items they wished to have removed from the consent agenda for discussion. There were no items requested by the Board of Directors to be removed from the consent agenda for discussion. Secretary/Treasurer Rowland motioned to approve the consent agenda. The motion was seconded by Vice President Johnson and passed unanimously.

V. * Consider and act upon approval of Minutes of January 21, 2013 Meeting

VI. * Consider and act upon approval of accrued liabilities for January 2013

VII. Citizens to be Heard

Mr. Chapman introduced the visitors.

VIII. Consider and act upon a Resolution approving the Greater Texoma Utility authority Board Policy Regarding Sick Leave

This item was discussed at the last meeting and is on the agenda for consideration. The modification of the personnel policy would create a voluntary sick leave pool. The pool would provide a pool for employees who have utilized all available leave time and still have need for additional time off. One employee and his wife have had severe medical problems and has resulted in all available leave to be exhausted. Mr. Wynne has reviewed the requests from the staff and drafted a revised policy to create the pool. He drafted the policy pursuant with the state guidelines. The pool would have a limit of the lesser of 1/3 of the total time in the pool or 90 days. The staff is satisfied with the policy as drafted.

The state prohibits employees from donating time to specific individuals, but does allow the pool to be utilized under the discretion of the General Manager. One of the basic requirements in the policy is that the employee must have experienced a catastrophic injury or illness.

Board Member Sprowl motioned to adopt a Resolution approving the Greater Texoma Utility Authority Board Policy Regarding Sick Leave. The motion was seconded by Board Member Grantham and passed unanimously.

IX. Consider and act upon a final change order and a resolution accepting as complete the contract with Sperling Construction for the City of Pottsboro Cardinal Lane project.

The City of Pottsboro requested the Authority construct the Cardinal Lane waterline project utilizing funds remaining from the 2007 bond series. The work is now complete and all required close out documents have been submitted. The Pottsboro City Council has already accepted the work as complete. Mr. Farley stated that the work was completed satisfactorily with only minor cleanup activities to be completed.

Board Member Kuneman motioned to approve the final change order and to adopt a resolution accepting as complete the contract with Sperling Construction for the City of Pottsboro Cardinal Lane waterline project. The motion was seconded by Board Member Grantham and passed unanimously.

X. Consider and act upon the City of Princeton emergency line repair for the College Street and The Third Street waterline replacement.

While the General Manager has the authority to approve contracts for less than \$50,000, he requested that the Board confirm his actions. The City of Princeton contacted the Authority with an emergency line repair. This line was scheduled to be included in a line replacement in a future project. Mr. Chapman approved the line repair.

