

NORWOOD WATER SUPPLY CORPORATION

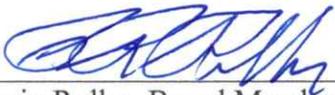
Regular Meeting Minutes 11 August 2025

A regular meeting of the board of directors of the Norwood Water Supply Corporation (NWSC) was held on Monday, August 11, 2025 at 2800 s. Loop 256, Palestine, Texas 75801 (King Buffet).

- 1) Call to order and opening prayer.
 - a) President Merl Estep called the regular meeting of the Norwood Water Supply Corporation to order at 7pm with a quorum.
 - b) Attendance: Merl Estep, Mark Rogers, Mike Nicholls, Perrin Roller, Paul Pipkin (operator), Michael Rechner (operator), R. Chase Palmer (Attorney for NWSC), Brenda Gillis (guest).
 - c) Mark Rogers led the opening prayer.
- 2) Consider approval of the July 2025 board meeting minutes.
 - a) Minutes from the July meeting were read by the board members.
 - b) Motion to accept July 2025 meeting minutes by Mark Rogers.
 - c) Second by Mike Nicholls
 - d) Correction on spelling of Michael Rechner's name
 - e) Minutes approved by voice vote (4-0).
- 3) Consider approval of the July 2025 financial reports.
 - a) Edward Jones account was not closed per motion approved from July meeting. As a result of the resignation of the Board Secretary, the closing of that account will now need to wait for new Secretary / Treasurer to close account.
 - b) Motion to approve Financial Report by Mike Nicholls
 - c) Seconded by Mark Rogers
 - d) Passed by voice vote (4-0).
- 4) Receive monthly Director - Manager's Report (from Janice Powell).
 - a) Motion to accept Directors' Report by Mark Rogers.
 - b) Seconded by Mike Nicholls.
 - c) Passed by voice vote (4-0).
- 5) Receive report from NWSC field operations (Paul Pipkin).
 - a) Copy of CCR received and posted at Anderson County Court House
 - b) Water quality samples being done quarterly instead of annually.
 - c) 20 copper/lead samples taken for EPA/TCEQ. 18 showed less than ~~registered~~ ^{lowest / minimum} amounts. *of TESTS.*
 - d) 2025 Summer samples taken for disinfection by-products. See Operator Report for Trihalomethanes.
 - e) Met with surveyor for Velvin & Weeks. Base of storage tank is at 675 feet (instead of 690 ft). Highest meter recording was 698 feet.

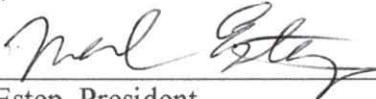
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- f) Chlorine pump at water plant repaired (bad capacitor)
 - g) Oncor transformer blew fuse at wellsite No. 3 on one leg of 3-phase power. Back-up generator started and kept the well running as needed for approximately 14 hours. Standpipe remained full.
 - h) Motion to approve report by Mike Nicholls
 - i) Seconded by Mark Rogers.
 - j) Passed by voice vote (4-0).
- 6) Review and approve open invoices, including, but not limited to, invoices for professional services, including attorneys and engineers currently providing professional services to NWSC.
- a) List of invoices to be paid received from Janice Powell and was presented by Perrin. Roller (See list of invoices attached).
 - b) Motion to approve payment of invoice list by Mike Nicholls
 - c) Second by Mike Rogers
 - d) Passed by voice vote (4-0).
- 7) Update on matters assigned to Velvin & Weeks Consulting Engineers, Inc. (Tyler Hendrickson, P.E.):
- a) Scott Campbell from Velvin & Weeks discussed the Alternative Capacity Requirement submission to TCEQ pertaining to elevated storage and pressure tank options.
 - b) NWSC System Hydraulic Analysis was presented by Scott Campbell (V&W).
 - c) Scott Campbell from Velvin & Weeks discussed options for increasing system storage and pressure.
- 8) Discuss and take any necessary action regarding appointing individuals to the NWSC Board of Directors to fill currently vacate and open board seats as per the Tariff and Bylaws of NWSC.
- a) Received letter of resignation from board member (Secretary-Treasurer) Mary Barnhart.
 - b) No candidates currently presented to vote on for filling open position of Secretary/Treasurer due to resignation of NWSC board member Mary Barnhart.
- 9) Receive, discuss and take any necessary action regarding revising the current policy related to available vacation time for NWSC employees.
- a) Tabled until September Board Meeting
- 10) Discuss and take any necessary action regarding obtaining an audit or detailed financial review for NWSC for 2024 from a certified public accountant.
- a) Need of obtaining a 2024 audit for loan applications
 - b) Discussion for setting up 2024 audit and detailed financial review for some of the prior years.
 - c) No action taken.

- 11) Board left open session and convened into Closed Session as per the agenda on 8:20 p.m.
- 12) Board left Closed Session and re-convened in Open Session at 8:50 p.m. No action was taken on any matters discussed in Closed Session.
- 13) Receive, discuss and take any necessary action regarding formulation of Board Committee to begin review of the current Tariff of NWSC in order to update and amend current Tariff.
 - a) Tabled until September Board Meeting.
- 14) Consider old or new business for the board meeting scheduled in August of 2025.
 - a) None considered. *Addition of board members tabled until September Board meeting.*
 - b) Election of Secretary-Treasurer and Assistant Secretary-Treasurer; *tabled until September Board Meeting*
- 15) Adjourn Meeting.
 - a) With no further business to discuss, Mike Nichols moved to adjourn at 8:59 pm.
 - b) Second by Mark Rogers



Perrin Roller, Board Member

Attest:



Merl Estep, President