

**WHITE HOUSE WATER SYSTEM  
MINUTES OF THE BOARD OF DIRECTORS  
JUNE 26, 2023  
6:00 PM**

Roll Call and Proof of Quorum, present were:

Lloyd Heard, President  
Jody Camp, Vice President  
Dewayne Holley  
Ed Pickle

Jennifer Smith, Secretary-Treasurer  
JD Kast, Maintenance

Others present include Ashley Campbell, Bart Rider, Kenny Rider, Barbara Brantley, Vivian Gibbons, Madeline Snowden, Marcia Kelly, Paul Sledge, Rickey Gunter, Mr. Bell.

With quorum present, Dewayne offered the prayer, everyone recited the Pledge of Allegiance and Lloyd called the meeting to order.

**Old Business:**

1. Status on nominations for 4 Pro WHWS member & 4 Pro-NBU member to compile reasons for staying independent/merging: Dewayne made a motion to table the discussion, Ed seconded. This item was tabled.
2. Status on moving fence to our property, locating the property line, bid to replace fence in correct location: Dewayne presented a quote from Gatlin Fence for \$5,540 to move the fence and place fencing in the proper location. Ed made a motion to accept the quote, based on, seconded by Jody. Motion passed 100%.
3. Status on replacing front gutters: Dewayne presented an estimate from PK Roofing & Gutters for \$774 to replace the front gutters. Ed made a motion to accept the quote, seconded by Jody. Motion passed 100%.
4. Status on purchasing diffusers or other tools to assist flushing and improve user satisfaction: No motion was made.

**Guests:**

Ashley Campbell, Natural Resource Planner for Baldwin County Commission, talked about the County's interest in using one of the test wells at the tank for Groundwater Monitoring. Currently Baldwin County has 6 sites reporting groundwater quantity, pH, etc, and data is reported to Geological Survey of Alabama, and is public information. Ashley will send a formal letter asking Baldwin County's permission to use the well. This issue was tabled until more info is received.

**New Business:**

The first order of new business was the Well Report. JD Kast, Maintenance Supervisor, presented the well report, including quotes to update the plumbing for the caustic soda and for the analyzer. The quotes were tabled until the next meeting. Dewayne made the motion to accept the Well Report, seconded by Ed. Motion passed 100%.

The next order of business was the Maintenance Report. JD discussed the Maintenance issues, including a need for a valve to be installed near the Co. Rd. 138 and Hwy 225 intersection at Cross Roads because the existing one is faulty. He provided a quote from Consolidated Pipe for \$7,585 to be installed near the Cross Roads Church on County Rd 138. Lloyd made a motion to accept the estimate from Consolidated, seconded by Dewayne. Motion passed 100%. Dewayne made a motion to accept the Maintenance Report, seconded by Ed. Motion passed 100%.

The Office Report was then given by Jennifer Smith. Ed made the motion to accept the Office Report, seconded by Dewayne. Motion passed 100%.

The next order of business was the Financials for April, May, and June, along with Year-to-Date PNL Report. Ed made a motion to accept the Financials, Dewayne seconded the motion. Motion passed 100%.

The fifth order of business was the Board Meeting Minutes for March, May, and the June Special Meeting. Dewayne made a motion to accept the minutes, seconded by Jody. Motion passed 100%.

The sixth order of business was the Wex Report for May. Ed made a motion to accept the report, Dewayne seconded the motion. Motion passed 100%.

The seventh order of business was a proposal to create Ethics Statement and meeting expectations. This motion was tabled for the next meeting in order for the Board to discuss with members.

The next item on the agenda was a proposal to create a new employee handbook or other written material to help drive fair and equal practices, set job responsibilities, code of conduct and disciplinary processes. Motion was made by Ed for data analysis for the handbook to be presented at the next meeting, with the creation of a handbook for review in 60 days. This was seconded by Jody. Motion passed 100%.

The ninth order of business was safety expenses. Motion was made by Jody to allocate \$2,500 for purchases relating to safety gear for the maintenance team. This will include high visibility vests, boots, cones, signs, etc. The motion was seconded by Ed. Motion passed 100%.

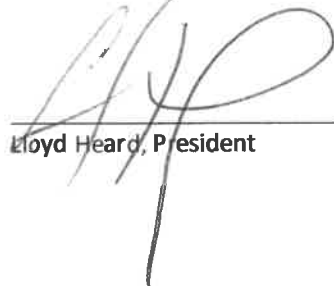
The next order of business was job descriptions and salary reviews, with JD and Jennifer presenting job descriptions for review at the next meeting. Motion was made by Ed to have a competitive salary review for all positions and a set process for regular scheduled reviews for potential increases. This was seconded by Jody. Motion passed 100%.

The eleventh order of business was asking our Counsel to draft specific and clear election processes based on the Articles of Incorporation and by-laws, as amended. The motion was made by Jody, seconded by Dewayne. Motion passed 100%.

The next order of business was the NBU contract renewal. This was tabled for the next meeting.

Dewayne made a motion to go into Executive Session, seconded by Jody, to discuss the Delinquent List and Customer Issues. Motion passed 100%.

Dewayne then made a motion to adjourn the meeting, seconded by Ed. The meeting was adjourned at 7:55 pm.



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Lloyd Heard, President



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Jennifer Smith, Secretary-Treasurer