

LILLY GROVE SPECIAL UTILITY DISTRICT
An EEO Employer
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Nacogdoches, TX 75964
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Office Hours – Tuesdays, Wednesdays and Thursdays 9 am – 5 pm (closed for lunch 1pm – 2 pm)

BOARD OF DIRECTORS MEETING
Minutes
March 2025 Meeting

A regular meeting of the Board of Directors of the above District was held March 4, 2025 at 5:30 at the district office

Steve Bartlett presiding

Directors Present: Steve Bartlett, Heather Hawkins, Geoffrey Sanders, Susan Anthony, , Mark Scott, Daniel Reid

Directors Absent: Kelly Showman

Meeting called to order and certified open 5:30 pm: Steve Bartlett

Meeting minutes taken by: Susan Anthony

Visitors: Charles Berryhill (employee)

Approve regular agenda items

- a. Minutes from the last meeting were read and a motion to approve was made by:
 1. Geoffrey Sanders
 2. Mark Scott

Operator systems Report: Boyd Dueboay

- a. Discussed the leaks, breaks or other problems for the month (2/4/25 repaired a leak on a 4” main on CR 816, 2/10/25 repaired a leak on an 8” main on CR 804- Duplichain assisted, 2/12/25 repaired a leak at the end of the line in Nat on FM 343, 2/15/25 repaired a service line leak at 13977 FM 343, 2/21/25 moved Mr. Crisps meter on CR 821- was installed in the neighbor’s yard- Duplichain road bore, 3/24/25 repaired a leak on the 4” main on CR 816- was hit by a utility contractor).
- b. Discussed water loss 13.80%
- c. Generator at Martin will begin installation on Thursday and Friday 3/6/25-3/7/25
- d. Boyd gathered bids for purchasing a new excavator, will get finance info and Nichol will email it to the board for April meetings possible approval
 1. John Deere \$51,200 warranty 2 yrs 2000 hrs
 2. TTJ-Develon \$61,164.30 warranty 3 yrs 5000 hrs
 3. Mustang CAT \$69,259.40 warranty 60mths 3000 hrs
 4. WC Tractor-Kubota \$69,259.68 warranty 2 yrs 2000 hrs
- e. Daniel asked how much we use the excavator. Boyd stated on average we use it 1 day a week.
- f. Daniel asked how many meters we put in the ground in Feb. Nichol stated 24 electric meters (approx. 400 need to be replaced)
- g. Boyd wants to no longer be salaried, requests to be paid on an hourly basis for his actual time worked as he takes steps towards retirement

Business Manager Report: Nichol Daniel

- a. Reported sales for the month, Cash on hand, profit and loss statement.
- b. Reviewed adjustments report

- c. Axley & Rode are coming 3/6/25 to do the 2024 audit

Old Business:

- a. 2025 budget discussion-approval
- b. Discussed rate revision, 2 months preparation is needed for change to go into effect

New Business:

- a. none

Motion made to raise base rate from \$23.00 to \$35.00, leave tier structure alone, will go into effect May 1, 2025 and will be re-evaluated in September 2025 meeting

1. Heather Hawkins
2. Susan Anthony

Motion made to approve the budget as is and re-evaluate in Sept 2025

1. Mark Scott
2. Heather Hawkins

Executive session needed to discuss personnel

Out of executive session at 8:04pm

Motion to pay Boyd an hourly rate plus mileage for contract labor beginning 2nd pay period

1. Mark Scott
2. Heather Hawkins

Motion to adjourn

1. Mark Scott
2. Heather Hawkins

The next regular meeting will be April 8, 2025 at 6:00 pm at the office.

There being no further business, the meeting was adjourned. Respectfully submitted.

Susan Anthony- Secretary

Steve Bartlett—Chairman

Nichol Daniel – Office Manager