

BRUNNER HILL WATER ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, September 16, 2025

1. The President, Danny Woods, called the meeting to order at 7:05 p.m.

2. BOARD MEMBERS PRESENT:

President	Danny Woods
Vice President	David Phillips
Board Members	Richard Hazel
Secretary	Angela Johnson

3. BOARD MEMBERS ABSENT: Shaun Dubois and Shawn Hargett

4. MEMBERS OF THE AUDIENCE: Candace Nielsen (BHWA Secretary) and Jeff Berry

5. MINUTES FROM AUGUST 19, 2025: David Phillips motioned to approve the minutes; Richard Hazel seconded. Motion passed.

6. APPROVAL OF AUGUST 2025 FINANCIAL STATEMENTS: David Phillips motioned to approve the financials; Richard Hazel seconded. Motion passed.

7. PRESIDENT'S REPORT: After discussing the topic listed below, Danny and gave Gerry Lance and Lucas Bockstahler kudos for having found several leaks and repairing them in a very expeditious manner. Danny says they are doing a fantastic job!

Topic: The Fire Department's use of Hydrants

Discussion: It has been brought to Danny's attention that at least one of the Fire Departments has filled pools and septic tanks for local residents. The Fire Departments have the capability to pull water from the lake, so they may not have used BHWA's water; however, it is not likely that lake water was used to fill a pool. We also had a customer call who said the Fire Department would fill her pool using a fire hose from a hydrant, but she would need BHWA's permission. Also, Shawn Hargett came in earlier today to deliver \$60 for two separate unmetered uses for unnamed consumers. Much discussion was had regarding the of use BHWA's water without metering use and charging to a specific account for a specific consumer. Concern was also expressed about Fire Department's use of BHWA's water for anything other than fighting fires. Jeff Berry, a Fire Commissioner, in attendance mentioned a meeting scheduled for this weekend. He will relay the concern and discuss this issue at the meeting, then communicate the results back to us next week.

Conclusion: BHWA will continue to donate water for fighting fires. However, any other use should be metered and charged to an account. A letter from the Board of Directors to the local Fire Departments will be drafted to communicate this conclusion.

8. FIELD TECHNICIAN'S REPORT: Gerry Lance reviewed the Superintendent's Report noting that the cities of Norfolk and Cotter were instrumental in repairing a 6-in main break while he was out of town attending the ARWA Conference. Those in attendance agreed that it would be appropriate

to send a letter to each mayor expressing gratitude. Gerry also reported on his search for a backhoe. He found one; he and Danny will go look at next week. David Phillips motioned that if it is a viable piece of equipment that we offer \$25,000 and pay no more than \$27,500; and in the meantime, the tractor will be listed for \$20,000 and we will accept no less than \$17,000. Richard Hazel seconded the motion. Motion carried. Gerry also informed the board that he is very impressed with Lucas' work ethic and enthusiasm.

9. SECRETARY'S REPORT: Angela Johnson reviewed the Secretary's report. Angela presented a draft of the Maintenance Program policy and an example binder. David Phillips motioned to approve the policy. Richard Hazel seconded the motion. Motion carried. Angela also reported that she and Candace are now notaries, only waiting on the Certificate of Commission from the Arkansas Secretary of State to order the notary stamps. Angela also advised the board that details pertaining to the next General Membership Meeting will need to be addressed at the next meeting to allow time for notification.

10. OPEN ITEMS:

Topic: ARWA – Public Water System
Discussion: 6/17/25 This is a topic Shawn Hargett wanted to discuss. He was unable to attend. 7/15/25 Shawn briefly discussed the potential to change from an association to a public water authority. Gerry also discussed the option to other board members. The change would open opportunities for reduced cost equipment and employee benefits. The board heard a recommendation to hold a Town Hall meeting with the members to discuss this opportunity. 8/19/25 Gerry reported that he is still awaiting revised documents from the ARWA lawyer, which include revised Bylaws that will fix the issues revolving around elections and a reasonably attainable quorum. Once we receive the documents, they will be presented to our attorney to determine if we need to have a board member or a general membership vote. Danny suggested that if a general membership vote is required, we hold a Fish Fry with door prize(s) in order to attain the number of members necessary for a legal quorum. 9/16/25 Additional changes to the draft bylaws were identified. Questions about who can hold the office of Board Secretary and Board Treasurer were also raised. Conclusion: Gerry will send questions and changes to the lawyer in Little Rock for clarification and edits, then relay the resulting draft to board members to take to our local attorney.
Topic: Metron meters and drive-by meter reading
Discussion: 6/17/25 Metron provided BHWA with a bid on the cost of a radio meter monitoring system, as well as the cost of meters. Metron also provided bullet points as to how changing to this system would benefit BHWA and would be a solution to our search for hand-held manual entry meter reading devices. The President and Vice President are amiable to visiting with the Metron sales representative.

7/15/25 An order has been placed with Metron for the system and 50 meters.
8/19/25 When visiting with the sales rep, Lucian, not all information about the Metron meters was disclosed, and given the state of BHWA equipment, priorities have changed. We contacted the Metron salesman and tried to cancel/return the order. Because we haven't paid the invoice, we can return the merchandise with a restocking fee. We are still trying to negotiate the fee down to less than \$1,000 or at least below 10%.
9/16/25 Metron waived the restocking fee. We shipped the meters back to Metron at our expense.
Conclusion: The topic is closed.
Topic: Proposed subdivision on Jordan Cutoff
Discussion:
6/17/25 We need to get pricing to Andy Pool regarding the cost of supplies he will need to install line in the subdivision. Also, there is no requirement from the Arkansas Department of Engineering to provide an engineering report to the state. However, they recommend that Andy contact the County Sanitarian for sewage disposal guidance.
7/15/25 No updates.
8/19/25 Gerry reported that new meter boxes were installed, and a meter was dropped at the first house. We are good to go for future installs.
Conclusion: Topic is complete and closed.
Topic: Rifle Raffle
Discussion:
8/19/25 Danny offered to donate a rifle to raffle. BHWA can use the proceeds to purchase new equipment. Details are still to be determined tickets will likely be limited to 500 tickets at \$20 per ticket. Danny will obtain pictures of the gun(s) that the winner may choose from.
9/16/25 During the President's Report, Danny reported that ticket sales have slowed down.
Conclusion: Sales will continue.

11. NEW BUSINESS: In addition to the discussions below, the long-range plan was reviewed and accepted.

Topic: Director vacancy
Discussion: Mr. Shaun Dubois has expressed his desire to resign from the Board of Directors. He has also asked to be removed from email distribution lists. This lead to discussion about him assigning a proxy and how and when to backfill his seat and documenting the resignation and backfill.
Conclusion: Danny Woods wanted to contact Shaun to verify Shaun's intent.

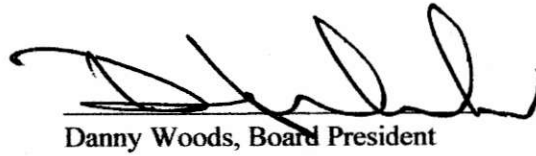
12. PUBLIC FORUM: Jeff Berry attended as a Fire Commissioner. He had no issues to address aside from offering to assist with the Fire Department topic in the President's Report.

13. ANNOUNCEMENTS: The next board meeting is scheduled for 7:00 pm on Tuesday, October 21st, at the water office.

14. ADJOURNMENT: Richard Hazel motioned to adjourn the meeting. Dave Phillips seconded; motion carried. The meeting adjourned at 8:35 pm.



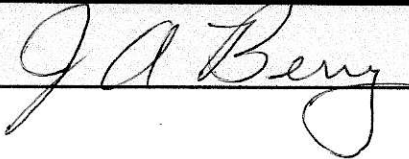
Angela Johnson, Secretary



Danny Woods, Board President

BRUNNER HILL WATER ASSOCIATION
BOARD MEETING GUESTS

DATE: SEPTEMBER 16, 2025

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1	JEFF BERRY		
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