



NORTH MARSHALL WATER DISTRICT

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North Marshall Water District Regular Monthly Meeting Minutes January 16, 2025

Commissioners Present

James Leonard, Chairman
Dean McCoy, Vice Chair
Joe Draffen, Secretary
Billy Driskill, Treasurer
Scott Adair

Shannon Elam, Manager

Guest: County Commissioner Marty Barrett, Roger Colburn and Mark Demoss (Pace Analytical)

I. Call to Order

The regular meeting of the North Marshall Water District Board was called to order by Chairman Leonard at 9:00 a.m. Chairman Leonard stated that all Commissioners and the District Manager were present. Chairman Leonard also welcomed our guests.

II. Approval of Minutes from Last Meeting

Chairman Leonard stated that all board members had received a copy of the December 19, 2024 Regular Monthly Meeting, prior to this meeting. If no changes or comments on the meeting minutes, we need a motion to accept the minutes as written. Commissioner McCoy made the motion to accept the minutes of the December 19, 2024 Regular Monthly Meeting Minutes, as written. Second by Commissioner Adair, with all commissioners voting "aye."

III. Treasurer Report

Commissioner Driskill gave the December Financial Report. Commissioner Draffen made the motion to accept the December Financial Report as written. Second by Commissioner McCoy, with all commissioners voting "aye."

**See Attachment I "North Marshall Water District Statement of Cash Flows
December 31, 2024."**

IV. Check Register Approval

Chairman Leonard stated that all board members had also received a copy of the December Check Register Report, if no questions or comments, we need a motion to accept the report as written. Commissioner Draffen made the motion to accept the December Check Register Report as written. Second by Commissioner Driskill, with all commissioners voting "aye."

V. Manager's Report

Manager Shannon Elam gave a report on the District's maintenance activities for December. We have repaired 2 main breaks, 3 service line repairs, and closed 213 normal line locates (2,808 YTD). Year to date 4,731 work orders have been closed, and we have 88 open work orders. Water loss for the year was 22%. Shannon also stated that we haven't received a check from the PFAS Class Action Lawsuit that was supposed to arrive in January.

VI. Public Session

Mr. Demoss discussed the analytical results from the PFAS Pilot Test. After some discussion, the Board concluded that **Calgon** Granulated Activated Carbon should be used.

VII. Old or Unfinished Business

- a) Chairman Leonard stated that Clear Creek and S4 have made a bid proposal on the PFAS Removal Project, but the scope of the work, is not the same. We need to hire Roger Colburn to evaluate the two proposals and put together a bid spec that would include Calgon GAC as material medium of choice. Commissioner McCoy made the motion to engage the engineering services of Roger Colburn to evaluate the two proposals and make a Bid Spec for the PFAS Removal Project. Second, by Commissioner Adair, with all commissioners voting "aye".
- b) Shannon said the Water Line Extension Project is moving along. Lecky Road is finished, and they have started the Scale Road portion, but the cold weather has slowed them down.
- c) Shannon stated that the auditors have finished with the audit and had no findings. Our accountant does a spectacular job with the district's financial bookkeeping.

VIII. New Business

- a) Shannon said that we have made our yearly bond payment. Kimberly has set up a bond payment account, she will move money into that account monthly.
- b) Shannon stated that we have two temporary employees that have worked for a year and he would like to move them to full time employees. We would just be adding benefits to our budget. After some discussion, Commissioner Driskill made the motion to move the two employees to full-time employment. Second by Commissioner Adair, with all Commissioners voting "aye".
- c) Shannon said he was working on a 5-year strategic plan for the district.


- d) Commissioner McCoy said he was talking to a business owner in the Moors Resort area, who commented on some work our employees completed in that area. He said they were very professional with their work and very courteous to people.

IX. Adjournment

Motion was made by Commissioner McCoy that the meeting be adjourned. Second by Commissioner Adair, with all Commissioners voting "aye". The meeting adjourned at 9:58 a.m.



James Leonard, Chairman

Dean McCoy, Vice Chairman

Joe Draffen, Secretary

Billy Driskill, Treasurer

Scott Adair