

**MOFFAT WATER SUPPLY CORPORATION**  
**5460 LAKEAIRE BLVD., TEMPLE, TEXAS 76502**  
**TEL: 254.986.2457 FAX: 254.986.2530**  
**www.moffatwatersupply.com**

Moffat Water Supply Corporation (MWSC) held a Monthly Board Meeting on **Monday March 17, 2025**, at 5:30 p.m. located at Moffat Community Center, 13410 Kuykendall Mountain Road, Temple, Texas, 76502.

**Board Members Present:**

John Bockhold, Vice President  
Dewitt Mayfield, Secretary/Treasurer  
Gerry Collier, Director  
Paul Carr, Director

**Board Members Absent:**

Russell Coufal, President

**Staff Members:**

Damon Boniface  
Rebecca Miller

**Guests:**

**1. Call to order.**

Vice President John Bockhold called the meeting to order at 5:31 P.M.

**2. Presiding Officer Determined if a quorum is established.**

Vice President John Bockhold established a quorum.

**3. Invocation.**

General Manager Damon Boniface led the invocation.

**4. Pledge of Allegiance to the flag.**

Vice President John Bockhold led the Pledge of Allegiance.

**5. Discussion and possible action to adopt the order of the day.**

Motion made by Secretary/Treasurer Dewitt Mayfield and seconded by Director Paul Carr.

**Motion carried 4-0.**

**6. Public Comments.**

None.

**7. Discussion and possible action to update Moffat WSC's Tariff by adopting leak adjustment policy, retroactive to include current bill adjustment request for customer's account number fifty-nine.**

Motion to update Moffat WSC Tariff by adopting leak adjustment policy made by Secretary/Treasurer Dewitt Mayfield and seconded by Director Gerry Collier.

**Motion carried 4-0.**

**8. Discussion and possible action to approve the minutes from February 17, 2025, Monthly Meeting.**

Motion to approve minutes of February 17, 2025 Monthly Meeting made by Secretary/Treasurer Dewitt Mayfield and seconded by Director Paul Carr.

**Motion Carried 4-0.**

**9. Discussion and possible action to approve the Financial Report for February 2025 and disbursements to date, subject to audit.**

Motion to approve the Financial Report for February 2025 and disbursements to date subject to audit made by Director Paul Carr and seconded by Director Gerry Collier.

**Motion Carried 4-0.**

**10. Discussion and possible action to approve draft employee policy manual developed by Blakeman and Associates for Moffat WSC.**

Motion to approve the draft employee policy manual developed by Blakeman and Associates made by Secretary/Treasurer Dewitt Mayfield and seconded by Director Gerry Collier.

**Motion Carried 4-0.**

**11. Discussion and possible action to approve service agreement for providing water to the proposed RV park development located on State Highway 36.**

**No motion.**

**12. Discussion and possible action to approve payment application to Alterman, Inc., for Pump Station 1 capital improvements project.**

Motion made to approve payment application to Alterman, Inc., made by Secretary/Treasurer Dewitt Mayfield and seconded by Director Gerry Collier.

**Motion Carried 4-0.**

**13. Discussion and possible action to approve Texas Rural Water Association, Delegate Certification Form for the purpose of absentee voting during the March 2025, TRWA annual meeting.**

Motion to approve absentee voting made by Secretary/Treasurer Dewitt Mayfield and seconded by Director Paul Carr.

**Motion Carried 4-0.**

**14. Receive Bluebonnet WSC monthly report.**

At this time there is no significant information to report, as they continue waiting for easements from property owners.

**15. Receive General Manager's Report.**

GM Boniface mentioned one of the trucks are in the body shop to repair hail damage and additional damage to the door. He also met with a developer about the development on Water Supply Rd, his proposed twelve lot subdivision with the two large tracts. The developer was told the process of a non-standard service agreement, and the needs for the line in the cul-de-sac to be looped to avoid flushing time and costs.

**16. Receive Director's comments.**

None.

**17. Adjourned.**

Meeting adjourned at 6:42 P.M.

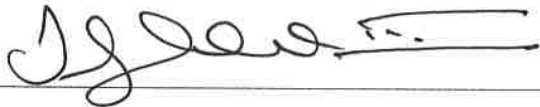
Motion made by Director Paul Carr and seconded by Secretary/Treasurer Dewitt Mayfield.

**Motion Carried 4-0.**

*Meeting adjourned at 6:42 P.M.*

Subject to approval by the Board of Directors at the next Regular Monthly Board Meeting on April 21, 2025.

Signed by: Presiding Officer 

ATTEST: Secretary/Treasurer 

NOTE: A USB memory stick of this meeting is available upon request.

*<sup>1</sup> Agenda items may be considered, deliberated and/or acted upon in a different order than set forth above.*

*<sup>2</sup> The Moffat Water Supply Corporation is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal opportunity for effective communications will be provided upon request. Please contact the office at 254-986-2457 at least 24 hours in advance if accommodation is needed.*

*<sup>3</sup> **Citizens who desire to address the Board on any matter may sign up to do so prior to the beginning of this meeting. Public comments will be received during this portion of the meeting. Please limit comments to 3 minutes. No discussion or final action will be taken by the Board at this meeting.***

*<sup>4</sup> During the meeting, the Board reserves the right to go into executive session for any of the purposes authorized under V.T.C.A., Government Code, Chapter 551, for any item on the above agenda or as otherwise authorized by law.*