

**BANDERA RIVER RANCH WATER SUPPLY CORPORATION
BOARD MEETING
DECEMBER 13, 2018 2:00 PM**

DIRECTORS PRESENT WERE:

Bonnie Tidball Harry Maxwell Ernie DeWinne

OTHERS IN ATTENDANCE:

Mike Fulghum Rod Goff John Schuetze Charlene Greenhill Jennifer DeWinne
Joe Ortega Karen Antill

There being a quorum present, the meeting was called to order by President Bonnie Tidball at 2:01 PM, December 13, 2018.

MINUTES: Directors read the Minutes of the Meeting of November 8th, 2018.

MOTION: Ernie DeWinne made a motion to accept the Minutes of the November 8th meeting, as prepared. Harry Maxwell seconded the motion. The Board voted unanimously to accept the Minutes, and the motion passed.

TREASURER'S REPORT: Ernie DeWinne presented the financial reports of November, 2018 to the Board, noting that the Corporation continues to be in good financial shape. The Board and guests reviewed.

MOTION: Harry Maxwell made a motion to accept the Treasurer's report, seconded by Ernie DeWinne. The Board voted to accept the report unanimously, and the motion passed.

OPERATIONS REPORTS:

Field Operations: Joe Ortega reported that he had an emergency repair, which showed that the line is not adequate to install a fire hydrant at this section.

Well 5 has been online for just about 2 weeks now. Joe stated that the only problem has been that there has been a lot of air in the line, but that has cleared up for the most part. Joe will be talking to the Engineer about this issue. A resident asked about the problem of air in the line. Charlene Greenhill and Joe Ortega discussed with the resident.

One resident had reported a sulphur smell, which dissipated after running the water for a bit.

Joe also reported that the pressure tank has been installed at the Condos well.

The yearly inspection on the tank was completed on 12/7/18. Report from the company to follow.

Joe also reported that he spoke with Reed, who is ordering the new air line for Well #5. Reed stated that he would come out to install as soon as the line arrives.

Directors discussed the plan to shut down and acidize Well #4 once Well #5 airline has been changed out and working properly.

Joe Ortega reviewed the active pumping reports with the Directors.

Class C Licensed Operator: Charlene Greenhill reported that she will find out what the WSC needs to do to meet requirements of TCEQ of plans for water restrictions reporting. She and Joe Ortega will meet

and determine where they will take the samples for the new report. The plan needs to be updated and submitted in April, 2019, in preparation for the upcoming inspection. Charlene responded to Directors questions. Charlene is also preparing for the Quarterly Report and the Audit and has most of the information organized and prepared. Charlene and Joe Ortega also responded to questions from the BOD regarding the air in the lines that customers have reported and what that could be related to.

Office Operations: Karen Antill reported that the new office computers are working great. Disconnect notices will be going out on December 26, with disconnect scheduled on January 6th for those in arrears. Karen reported that she sent all the well information that she could find to Aaron Collier Consulting back in November, Aaron called to apologize for the delay in getting the analysis of the system to the BOD and assured Karen that he will be submitting it before the next BOD meeting, allowing time for Directors to review before the meeting.

Karen also advised the Board that she will be taking off on December 21st Chris Darus from the DRROA will be taking off December 28th, she discussed the possibility of her and Chris Darus covering for each other on those dates. The Board agreed to this plan.

Karen asked to discuss item F under New Business at this time, as she has an appointment and needs to leave early. The Board agreed to discuss this item here:

Office Hours: Karen proposed that, after studying office traffic, the WSC office hours be changed to: Monday through Thursday 9 AM – 3 PM, Friday 10 AM – 3 PM. The BOD agreed to change the hours as suggested as of January, 2019. She proposed new signs for WSC and HOA hours for posting on building.

Motion: Ernie DeWinne made a motion to change the WSC Office hours to Monday through Thursday 9 AM – 3 PM, and Friday 10 AM – 3 PM, effective January 1st, 2019, and to approve the purchase of a new sign for the building to state the new hours. Harry Maxwell seconded the motion. The BOD voted unanimously to approve the motion, and the motion passed.

ITEMS FOR DISCUSSION & BOARD ACTION:

OLD BUSINESS:

- A. Update on Plant #3 Project – Ernie DeWinne reported that he still has not received any information regarding the USDA/TCEQ inspection to close out the project. Bonnie Tidball offered to call Bob Thonhoff to see what the status is. Reports are coming in slowly from TCEQ. Charlene also reported that the TCEQ is changing to Quarterly reports for 4 quarters in a row this year. Ernie DeWinne stated that that will be extra expense and he will need to budget additional funds to cover that.
- B. Condo pressure tank project update – nothing new to report.
- C. Update on Condo Storage tank project –the bids have been received. Only one company submitted a bid. Another company could not accommodate the dimensions of the slab.
Motion: Ernie DeWinne made a motion to accept the bid which was submitted by L. F. Manufacturing, Inc to deliver the condos storage tank, and if accepted, that Bonnie Tidball will talk with Thonhoff about getting the contract to the WSC. WSC will need to contact the Poteet demolition company to coordination in offloading it. Harry Maxwell seconded the motion. The BOD voted unanimously to approve the motion, and the motion passed.
- D. Fire hydrant project – Ernie DeWinne reported that he has obtained the gauge meter, and the next step is to coordinate with the Fire Department to come out and work with us to capture the water so there is less waste. Ernie will contact the Fire Chief next week to coordinate.

- E. TCEQ letter on operating permit and plan – Ernie DeWinne reported that since BRRWSC is a public water supply corporation, the Groundwater District is going to give BRRWSC free water supply testing. Ernie took a sample in yesterday and will be testing every two weeks to check the fluoride levels. Awaiting fluoride levels report, and will call for inspection. Ernie DeWinne reported that there is nothing more to be done on this item until receipt of the fluoride report.
- F. Bonnie Tidball asked if any Directors wish to attend the Water Law seminar in January. Bonnie Tidball wishes attend. No other Directors wish to attend.
Motion: Ernie DeWinne made a motion to approve Bonnie Tidball attendance at conference, seconded by Harry Maxwell; the BOD voted unanimously to approve the motion. Karen Antill will make arrangements for Bonnie Tidball.

NEW BUSINESS:

- A. Review bid on Plant #3 improvements – Joe Ortega asked Mike Fulghum to address the BOD, regarding the road improvements. He stated that he is not comfortable doing the road base in the area of Plant #3 the way the WSC had proposed, because the dirt layer is very deep in that area. He is concerned that heavy traffic weight could disturb the project. He discussed the cost involved and alternative materials that could be used. He also clarified that he is no longer a licensed and bonded contractor by the State of Texas. His proposal to do the job the way he thinks is best, would cost \$3000, with Mr. Fulghum as a contract laborer for WSC. Bonnie Tidball reviewed that the BOD had voted at last month’s meeting to accept Mr. Fulghum’s bid if the cost was under \$5000. The BOD commissioned Mr. Fulghum to proceed when the weather is appropriate.
- B. TCEQ letter on drought conditions & water conservation plan – Charlene Greenhill had discussed this in earlier report; she also added that the inspector from TCEQ thought that there was nothing additional the WSC needs to do and that when they come to do the inspection, they will want to see the agenda of the meeting in which the water conservation plan was discussed.
- C. Discuss and approve Source Water Protection program – tabled.
- D. Approve CPA contract for 2018 Audit - Ernie DeWinne stated that he had sent the contract to the Directors, along with a draft engagement letter. Ernie made a recommendation to the Board that they accept the contract for \$4475.
Motion: Ernie DeWinne made a motion that the Board accept the contract and letter of engagement to have the EDE Company perform accounting audit for 2018. Harry Maxwell seconded the motion. The BOD voted unanimously to approve and the motion carried.
- E. Discuss & approve 2019 election timeline, ballot, director application, & election procedures - Ernie DeWinne reviewed the rules & procedures about the BOD Election timeline and answered questions re: same. The Annual Meeting will be held on April 6, 2019. Two Directors will need to run for a three-year term.
Motion: Ernie DeWinne made a motion to accept the 2019 election timeline, ballot preparation, and election procedures as presented. Harry Maxwell seconded the motion, and the Board voted unanimously to approve the motion.
- F. Discuss water restrictions – Joe Ortega advised the BOD that he would like to go back to Stage 1 water restrictions, and keep Stage 1 in place in general, and then bump up to Stage 2 in the Spring, if needed.
Motion: Harry Maxwell made a motion to go to Stage 1 water restrictions, beginning December 14th, until further notice. Ernie DeWinne seconded the motion; the BOD voted unanimously to institute Stage 1 water restrictions at Bandera River Ranch.
- G. BEC Solar program - Bonnie Tidball discussed the information that Steve Malone had obtained re: the BEC solar energy program. If the Board wishes to go forward with such a program, Steve

Malone can have BEC come in to discuss. BOD discussed the issues regarding this possibility. Harry Maxwell discussed some elements of his experience with such a system in another state. BOD would like to have BEC come out to discuss. Bonnie Tidball will ask Steve Malone to contact BEC to have a rep attend the January or February BOD meeting to explore.

- H. Bonnie Tidball also reported for Steve Malone that a company named Ferguson is looking at providing a drive-by meter reading system for the City Water System, and they wanted to know if WSC would like them to come and discuss our needs in such a system. BOD decided to put this on back burner until after some of the other large projects are completed.

MEMBERSHIP COMMENTS:

- Rod Goff reminded the BOD about revisiting the reclaiming process for water. BOD agreed that they could explore it in the new year.

ADJOURNMENT: With no further comments, Bonnie Tidball thanked those present for attending the meeting, and asked for a motion to adjourn the meeting. Ernie DeWinne made a motion to adjourn the meeting. Harry Maxwell seconded the motion.

The Board voted unanimously to adjourn at 3 :30 PM.

BRRWSC PRESIDENT, BONNIE TIDBALL _____

BRRWSC SECRETARY/TREASURER, ERNIE DEWINNE _____