

**BANDERA RIVER RANCH WATER SUPPLY CORPORATION**  
**161 Broken Spur Cir, Bandera TX 78003**  
**BOARD MEETING**  
**FEBRUARY 10, 2022, 2:00 PM**

**DIRECTORS PRESENT WERE:**

Bonnie Tidball      Ernie DeWinne      Billy Wilson      David Kelley      Rod Goff (on phone)

**OTHERS IN ATTENDANCE WERE:**

Joe Ortega      Karen Antill      Joan Hutchinson

There being a quorum present, the meeting was called to order by President Bonnie Tidball at 2:00 PM, February 10, 2022.

**MINUTES:** Directors read the Minutes of the previous meeting of January 10, 2022.

**MOTION:** Ernie DeWinne made a motion to accept the Minutes of the meeting of January 10, 2022. Billy Wilson 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 January 2022 to the Board, noting that the WSC continues to be in good condition, financially. Ernie advised that he added a \$10,000.00 content policy to our insurance to cover all office equipment, supplies and furniture.

**MOTION:** Billy Wilson made a motion to accept the Treasurer's report as presented, seconded by David Kelley - The BOD voted unanimously to accept the report, and the motion passed.

**OPERATIONS REPORTS:**

**Field Operations:** Joe Ortega reported that he helped a customer with a leak in unit 3, fixed it and invoiced her for the job. Joe reported that he had a problem with Well #5 on January 26<sup>th</sup>, had the 7hp motor pulled and replaced which is supposed to be under warranty. Joe advised that they put in a new tap in unit 3. They had a main break by the office and couldn't get the booster pump to pressure up the lower system, so they had to open the upper system and maintained water pressure to over 40 psi, which took all night and had it back in service in the morning. Joe advised that they had another main break in unit 6, had to remove some cement and added a 6" valve to connect to in the future; they covered it with sand for now and will clean up the area and haul off the extra dirt and cement. Joe reported that they had five (5) customer leaks during the cold spell and turned off the meters for them. Joe reported that he had to repair a ¾" chlorine line at the upper system that froze, which was the only thing that froze during the cold spell. Billy advised that the heaters that were put in at all the plants kept everything else from freezing. Joe advised that he had one disconnect in unit 4, and turned it back on the next day after payment. Joe visited with Trey from M&S Engineering and was told to send him all the information on the motors, pumps, and everything that they needed to figure out what size generator we need for plant #3 and draw up the plans. Joe reported that the HOA truck is in the shop, and it has been approved by the HOA to charge them 50% of all fuel used while their truck is in the shop. Joe advised that a customer has been turning the water off and on at the curb stop when she is out of town and has a neighbor do the same when they water her plants. Joe advised that when he repaired it because of a leak, that after investigation and repair he noted that the curb stop was broken at the meter, and we should charge them for the repair. Karen advised that the customer said she has a plumber coming at the end of February or early March and will be putting in a cutoff valve on her side of the meter inside her fence. The Board discussed and will charge her for the price of the curb stop and \$25.00 labor.

**MOTION:** Billy Wilson made a motion to charge the customer for the curb stop plus \$25.00 labor after investigation and repair, Ernie DeWinne seconded the motion. – The Board voted unanimously, and the motion passed.

**Office Operations:** Karen Antill reported that it has been business as usual, billing, invoices, updating the website, monthly reports, and checking meters and calling customers with leaks. Karen advised she has completed the W2's/W3's, 1099-NEC/1096 and has been doing a lot of training still. Karen advised that she sent all the information to Donna our auditor that she requested. Karen advised that she was checking meters day and night after the freeze to catch leaks and called several customers that had leaks and had Joe turn off the ones that we couldn't get ahold of.

**Class C Licensed Operator:** Bonnie Tidball read over John Hegemier's report. John completed the BCRA GD annual pumping report. He is still reorganizing the water system records. John will be working on the upcoming water loss survey. Bonnie advised that Joe C, Joe A, and herself are working on the Emergency Preparedness Plan (EPP).

## **ITEMS FOR DISCUSSION AND BOARD ACTION:**

### **OLD BUSINESS:**

- A. Discuss and review water use restrictions and stages – Ernie reported the pumping numbers for each of the wells and the board agreed to stay in the Stage III Mandatory Watering Restrictions at this time. Rod Goff will write the cover letter and Susie Crews has volunteered to help Karen send out the Stage III notifications.  
**MOTION:** Ernie DeWinne made a motion to stay in Stage III Mandatory Watering Restrictions for another sixty days, Billy Wilson seconded the motion. – The Board voted unanimously, and the motion passed.
- B. Update on plant #1 electrical upgrades –Tabled.
- C. Update on status of water system map – Billy advised that Joe and himself will sit down with the map and make sure all lines and valves are in the correct position on the map and have it ready for the March board meeting. Joe advised that he went to Hevenor's and had the map we have available scanned and put into a pdf so we can send that with the EPP submission. Tabled.
- D. Discuss plans and take action on severe weather conditions plan – The Board discussed and will have a severe weather team consisting of Joe O Ortega, Joe A Ortega, Billy Wilson, Ernie DeWinne, Rod Goff, David Kelley and Steve Tidball. Each person will be given a tool to turn off the curb stop and a lock in case a customer calls with a leak or Karen sees a leak on the meter software, the Board does not want any customer to turn off their own water at the meter or curb stop. This item will be taken off the agenda for March.

The Board also discussed security systems for the Plants. At this time Rock Solid pays the BRRWSC \$150.00 a month rental to have their antenna on our water tower at Plant #2 and Bonnie will call and see if we can have them give us internet service at all the Plants instead of paying us for the tower rental and Rock Solid. Bonnie advised that they want to know what type of service we need to support the cameras. Bonnie will investigate outside commercial camera systems, and call Simply Safe, Frontpoint, and ADT to get bids. The Board will review and come up with a recommendation at the March Board meeting.

- E. Update on Well #7 – Joe advised that the electrical for well #7 should be completed tomorrow. Waterboyz will still need to come out and put in the pump so we can do the 36-hour pump test and go from there.
- F. Update on heater, pressure tank and compressor for Plant #1 – Joe visited with Carl from Waterboyz about installing the compressor at well #1 and was advised that they have all the materials and will be out in a couple of weeks to install it. Joe advised that heaters have been installed at all Plants and to take the heaters off the agenda.
- G. Update on Generator planning for Plant #3- Billy Wilson advised that next Tuesday we will be having lunch with M&S Engineering and talk about the generator and plans. Bonnie said this is the last thing that we need to finish up the EPP.

### **NEW BUSINESS:**

- A. Discuss BRRWSC company credit card – Ernie DeWinne advised he didn't have time to investigate this and will put this item back on the agenda for the next board meeting in March. Tabled.
- B. Discuss additional diffusers for our wells. – Billy advised that since this is not on the EPP we should wait. Tabled.
- C. Discuss options for the annual meeting. – Ernie DeWinne advised that he will work up the election timeline and documents to have the annual meeting sometime in June.
- D. Discuss repair/replace/modification plan of main network due to system expansion and aging pipes. – Rod Goff would like to put in place a plan to upgrade and modernize our system mains and lines. Billy advised that we should get with M&S Engineering next year to work on a plan when we don't have any large expenses. Tabled until July.

**MEMBERSHIP COMMENTS:**

A guest had a question about if the BRRWSC insures the mains and lines in the subdivision. Ernie DeWinne advised that we do have the tanks, wells, and all plant equipment insured, but not the mains and lines.

A guest is concerned since we had three (3) brush fires in the subdivision last week that almost got out of control and wanted to know if everyone started watering down their homes would we have enough water and would it collapse the lines. Billy advised that yes, we would have enough water and no it wouldn't collapse the lines. Joe advised that the fire department uses drop tanks that they use to fill with the flush valves and pump out of those into their trucks so they won't collapse the lines and they could pull all the water out of the pool if needed to save a home. The Board also advised the guest that we have a 50,000-gallon tank on the hill at the upper system and all we need to do is run a line down the hill outside the fence so they can hook up to it, which has already been voted on by the Board and is in the works.

A guest is concerned since they are clearing across the river and if a fire gets out of hand and jumps the river what would happen. The Board advised that they would be liable for any damages, but the fire department would still use our water to fight the fire.

**ADJOURNMENT:** There being no further comments, Ernie DeWinne made a motion to adjourn the meeting, seconded by Billy Wilson. The BOD voted unanimously to adjourn the meeting at 3:30 PM.

The next regular BOD meeting will be held on Thursday March 10, 2022, at 2:00 p.m.

BRRWSC PRESIDENT, BONNIE TIDBALL \_\_\_\_\_

BRRWSC SECRETARY/TREASURER, ERNIE DEWINNE \_\_\_\_\_