

**BANDERA RIVER RANCH WATER SUPPLY CORPORATION
BOARD MEETING
February 11, 2021 2:00 PM**

DIRECTORS PRESENT WERE:

Bonnie Tidball Ernie DeWinne Billy Wilson Rod Goff

OTHERS IN ATTENDANCE WERE:

Joe Ortega David Kelley Karen Antill

There being a quorum present, the meeting was called to order by President Bonnie Tidball at 2:00 PM, February 11, 2021.

Bonnie Tidball introduced David Kelley and advised that he is interested in filling the vacant position on the Board.

MINUTES: Directors read the Minutes of the previous meeting of January 14, 2021.

MOTION: Ernie DeWinne made a motion to accept the Minutes of the meeting of January 14, 2021. 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 2021 to the Board, noting that the WSC continues to be in good condition, financially. The Board and guests reviewed.

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

OPERATIONS REPORTS:

Field Operations: Joe Ortega reported that they have put in four (4) new taps, repaired service leaks, installed brick pavers in a driveway in unit 6, and changed the pump on well # 6 to a 5hp pump. Joe advised that he is still waiting on Mike to finish the fence at well #6. Joe advised that Ernie ordered brick pavers for driveways on new homes that require them, and Joe has ordered the sand. Joe advised that they will be getting ready for the cold front coming in.

Office Operations: Karen Antill reported that she completed and sent out the billing, sent out the 1099/1096, W2/W3's, quarterly reports, and unemployment paperwork. Karen advised that she checks the customer meters daily and has had to make several calls regarding water usage and possible leaks. Karen also scanned and sent paperwork to our Auditor as requested. Karen advised that she was able to save the County Appraisal District forms to the computer, so we do not have to redo them each year; just update and print. Ernie advised that we did have to pay taxes on the new properties that we got from the DRROA, but once the CAD reviews our non-profit status, we should get a refund. Karen will send out disconnect notices February 25th and will disconnect March 8th. Karen advised that we disconnect a customer yesterday for non-payment.

Class C Licensed Operator: Bonnie Tidball advised that we hired John Hegemier as our new Class C license operator. Bonnie went over the report he submitted. John corrected the Lead and Copper violation, which had the wrong sample site ID assigned to one of the residences. Sent corrected form to A&B laboratories and asked them to resubmit lead and copper analysis to TCEQ. John is working on reorganizing water system records. Currently all documents are organized in bins based on the year it was created. Plan is to reorganize them based on subject matter. Retention schedule will be followed. John submitted a request to STEERS for modify, sign, and edit privileges. STEERS is the TCEQ portal to submit DLQOR's. Currently that request is in a probationary status. Next quarterly report is due April 10th. Well #6 was given a permit by the BCRA GD in 2020. Well #6 was not used in 2020. John will send a zero-usage report to the groundwater district as it was not done before. Upcoming – Water Use Survey due March 1st; Water Loss Audit due May 1st; Annual Water Conservation Audit due May 1st.

ITEMS FOR DISCUSSION AND BOARD ACTION:

OLD BUSINESS:

- A. Discuss and review water use restrictions and stages – Ernie reported that the wells are a little better than they have been since we have well #6 now, but there is no increase in the water table. The Board discussed and will continue in Stage III Mandatory Use Restrictions which will expire on April 17th. Rod will revise the Stage III letter and Karen will make the copies and send them out as well as update the bulletin boards and website.
MOTION: Billy Wilson made a motion to stay in Stage III Mandatory Watering Restrictions. Rod Goff seconded the motion. – The Board voted unanimously, and the motion passed.
- B. Update on plant #1 electrical upgrades – Joe Ortega reported that he is still waiting on the electrician as he is backed up on work, Joe advised that we need to change the controls inside. Tabled until work is done.
- C. Discuss candidates for open board position – Bonnie Tidball advised that David Kelley has shown interest to be on the Board, this item will be on the next month's agenda to appoint a candidate for the open board position. Ernie advised that David would only be filling the vacancy for the end of the year term and would need to turn in an application and run for the same position in the upcoming election.
- D. Update on status of water system map – Billy advised that he has not had time to get these yet. Tabled until a future meeting.
- E. Well #7 engineering contract status update – Bonnie Tidball advised that Bob Thonhoff sent the package for well #7 off to TCEQ and we are now waiting for approval. Joe reported that Billy and himself have well #7 laid out, and the road work will be completed next week by Gilbert Edwards with K&G Trucking. Billy advised that we need to get the fence done for well #6 so we can move them for temporary fencing at well #7. Bonnie advised that we have asked Waterboyz to put us on the schedule for well #7 to be drilled as soon as we get approval.
- F. Discuss future well locations – Item tabled until Billy Wilson gets a copy of the water maps. The Board will look around for lots to drill a future well once we get the maps.

NEW BUSINESS:

- A. Confirm hiring of new Class C Operator- Bonnie Tidball advised that John Hegemier was referred to them for a Class C licensed operator, he was interviewed and accepted the position.
MOTION: Ernie DeWinne made a motion to hire John Hegemier for our Class C licensed operator for 10-20 hours a month at \$40.00 per hour contract labor. Billy Wilson seconded the motion. – The Board voted unanimously, and the motion passed.
- B. Discuss Annual meeting set up and logistics – Bonnie Tidball suggested that the annual meeting be postponed until June 5th due to the unknown with COVID19, the Board agreed and will determine later if the meeting will be in person or virtual.
MOTION: Ernie DeWinne made a motion to postpone the annual meeting until June 5th and at that time it will be determine if it will be in person or virtual. Billy Wilson seconded the motion. – The Board voted unanimously, and the motion passed.
- C. Discuss DR Horton homes and water usage for new sod being laid – Bonnie Tidball advised that DR Horton has sod being put in on all the homes they are building, and it will be coming up soon. The Board discussed and they will need to follow the Stage III watering restrictions, which allows them to water once a week determined by their last name

between 8am-10am and 8pm-10pm, and can water with a handheld hose outside of those times. Billy advised that Karen can check their meters on our software to see if they are abiding by the restrictions.

- D. Discuss water plant gate codes – Billy Wilson advised that the gate codes to all the plant sites are being changed due to TCEQ, which says that we are required to secure all sites to make sure no unauthorized personal or vandalism can be done to the plants and that our security is not tied to the internet which could compromise security. Billy advised that Joe has the code and will have to let anyone in that has a reason to be in the plant sites. Joe advised that Bandera Electric Coop has their own locks, and Rocksolid will call him if there is an emergency with their internet tower.

The Board discussed rescheduling the holiday luncheon that was canceled in December, it will be rescheduled in a month or two when vaccines are available and COVID declines and maybe possibly do an evening dinner so spouses can attend.

MEMBERSHIP COMMENTS:

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 3:10 PM.

The next BOD meeting will be held on March 11, 2021

BRRWSC PRESIDENT, BONNIE TIDBALL _____

BRRWSC SECRETARY/TREASURER, ERNIE DEWINNE _____