

**BANDERA RIVER RANCH WATER SUPPLY CORPORATION  
BOARD MEETING  
JANUARY 11, 2018 2:00 PM**

**DIRECTORS PRESENT WERE:**

Bonnie Tidball     Harry Maxwell     Ernie DeWinne     Steve Malone     Wayne Mauldin

**OTHERS IN ATTENDANCE:**

Jennifer DeWinne     Charlene Greenhill     Joe Ortega     Karen Antill

There being a quorum present, the meeting was called to order by President Bonnie Tidball at 2:00 PM, January 11, 2018.

**MINUTES:** Directors read the Minutes of the Meeting of December 14, 2017.

**MOTION:** Ernie DeWinne made a motion to accept the Minutes of the December 14<sup>th</sup> meeting, as presented. Harry Maxwell seconded the motion. The Board voted unanimously, and the motion passed.

**TREASURER'S REPORT:** Ernie DeWinne presented the financial reports for the month and for the year ending December, 2017.

**MOTION:** Harry Maxwell made a motion to accept the Treasurer's Report. Steve Malone seconded the motion. The Board voted unanimously to accept the report as presented, and the motion passed.

**OPERATIONS REPORTS:**

**Field Operations:** Joe Ortega reported that they had two service leaks this past month. Had an electrical problem at Well #2 and #3. Transformer is too small for our needs and he got a bid and presented it to the Board to upgrade the transformer.

**MOTION:** Ernie DeWinne made a motion to have the transformer at well # 2 and # 3 replaced for \$2820.00. Wayne Mauldin seconded the motion. The Board voted unanimously to approve the expenditure.

**Office Operations:** Karen Antill reported that she is getting caught up. Disconnect notices to go out on the 19<sup>th</sup>, with actual disconnect on the 29<sup>th</sup>.

**Class C Licensed Operator:** Charlene Greenhill stated she is working on upcoming reports - water audit due March 1, and May 1<sup>st</sup> water loss report will be due.

**ITEMS FOR DISCUSSION AND BOARD ACTION:**

**OLD BUSINESS:**

- A. Plant #3 Update – Bonnie Tidball reviewed with the Board her recent discussion with Bob Thonhoff, the engineer, regarding the work done on this project by the previous contractor. The current contractor, Scott, is on his way back into the area and agreed to meet with the BOD at the well site after this meeting. Bonnie updated the BOD on the steps being taken by the contractor. Bonnie also relayed several concerns that need to be discussed with contractor. Bob has indicated that he is

available to discuss with the BOD via phone this afternoon, if they see a need. BOD discussed issues.

- B. Condo Project Update –Tabled until later in the year.
- C. Update on Mapping of Mains and Valves for Distribution System – tabled.
- D. Condo Tank Repair/Purchase – tabled.
- E. Employee Benefits/Retirement Plan – tabled.
  
- F. Discuss and take action on Board vacancy –

**MOTION:** Ernie DeWinne made a motion to appoint Wayne Mauldin to fill the vacancy at Board position 4. Harry Maxwell seconded the motion. The Board voted unanimously to accept the motion and Wayne Mauldin was welcomed onto the Board.

- G. Review records retention policy – Charlene Greenhill spoke with TCEQ, who gave her references for this policy. She then reviewed the policy elements with the Board. She also was advised that 990 records are to be kept forever.
  
- H. Revisit driveway water main policy – tabled.

**NEW BUSINESS:**

- A. Discuss the process for future contracts with BRRWSC. – Ernie DeWinne initiated discussion of need to have a process where, going forward, Company attorney gives the Company some guidance when considering contracts.

**MOTION:** A motion was made by Ernie DeWinne that going forward all contracts will be reviewed by the BRRWSC attorney prior to signature. Motion was seconded by Harry Maxwell. The Board voted unanimously, and the motion passed.

- B. Bonnie Tidball reminded the Board that April 7, 2018 is the Annual Meeting for the BRRWSC.

**ADJOURNMENT:**

Having no further business to discuss, Bonnie Tidball asked for a motion to adjourn the meeting.

**MOTION:** Ernie DeWinne made a motion to adjourn. Harry Maxwell seconded the motion. The BOD unanimously voted, and the motion passed.

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

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