

**BANDERA RIVER RANCH WATER SUPPLY CORPORATION  
BOARD MEETING  
JULY 8, 2021 2:00 PM**

**DIRECTORS PRESENT WERE:**

Bonnie Tidball      Ernie DeWinne              Billy Wilson              David Kelley

**OTHERS IN ATTENDANCE WERE:**

Joe Ortega              Karen Antill

There being a quorum present, the meeting was called to order by President Bonnie Tidball at 2:00 PM, July 8, 2021.

**MINUTES:** Directors read the Minutes of the previous meeting of June 10, 2021.

**MOTION:** Billy Wilson made a motion to accept the Minutes of the meeting of June 10, 2021. Ernie DeWinne 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 June 2021 to the Board, noting that the WSC continues to be in good condition, financially. The Board and guests reviewed. Ernie advised that Donna made the annual adjustments to our books and has suggested that we write off the two old accounts; Ernie will work on writing them off. Ernie advised the Board that he would like to see our Class C Operator paid \$50.00 an hour instead of \$40.00 an hour since he has been doing a great job and saving us a lot of money; the Board agreed.

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

**OPERATIONS REPORTS:**

**Field Operations:** Joe Ortega reported that they put in one new tap in Unit 3. Joe advised they fixed the three driveways for DR Horton and Karen has sent them the bill. Joe advised he had another driveway and it's not squared off for the brick pavers, so the contractor that put in the slab will come out and cut it correctly. Joe advised he hasn't heard from Carl or Reed regarding well #7. Joe advised that he was told that they were supposed to start on well #7 two weeks ago. Joe reported that they have been doing a lot of mowing at the well sites. Joe advised that he is down to six (6) AMI meters and would like to order another ten (10) to have on hand; the Board agreed. Karen advised that one builder still hasn't turned in his Customer Service Inspection (CSI) and advised him that we can not put in his new tap until this one is done; the Board agreed. Joe advised that it's time to calibrate our well meters since we have been doing it every year, but since we have the AMI meters, he feels we can have them calibrated every three (3) years which is the requirement by TCEQ. Joe suggested that we change out the condo meter to an AMI meter so we can have everything AMI; the Board agreed. Joe advised that he has one AMI well meter that he had on hand for well #7, but we can use that one on the condo well and order another one for well #7.

**MOTION:** Ernie DeWinne made a motion to replace the condo well meter with an AMI meter, Billy Wilson seconded the motion. – The Board voted unanimously, and the motion passed.

**MOTION:** Ernie DeWinne made a motion to set up a three (3) years schedule to calibrate the AMI well meters, Billy Wilson seconded the motion. – The Board voted unanimously, and the motion passed.

**Office Operations:** Karen Antill reported that she has done billing, worked with the auditor, 941 monthly report, journal reports, disconnect notices, ACH, checked meters daily and called customers with leaks, updated the website, got out the stage III watering restrictions. Karen advised that she is working on updating the Secretary of State paperwork but will wait until after the annual meeting when new officers are voted on. Working on the ECWAG application. Karen reported that the audit went well. Ernie asked what has been done to adjust our meters so we can get alerts for the meters that run 24/7. Karen advised that she created a new group in the AMI software for these customers that have 24/7 usage and is in the process of writing to Kamstrup to investigate it and see if they can work on an alert for the customers that have 24/7 usage. Karen advised this is the third time she has asked them for this alert. Billy advised that we stopped with the ECWAG grant because they were asking for too much information that we shouldn't have to provide.

**Class C Licensed Operator:** Billy Wilson read over John Hegemier's report. John entered residuals and pumping data into spreadsheet. John has completed the 2<sup>nd</sup> quarter DLQOR.STEERS online entry form. John is still in the process of reorganizing the water system records.

**ITEMS FOR DISCUSSION AND BOARD ACTION:**

**OLD BUSINESS:**

- A. Discuss and review water use restrictions and stages – Ernie reported that the pumping went down a little on all wells but suggests that we continue the Stage III Mandatory Use Restrictions until it expires because the water table still has not improved. The Board discussed and will continue in Stage III Mandatory Use Restrictions. Billy advised that he has been doing monitoring on the well water height; the Cow Creek is still going down and the Trinity is coming up, because of a crossflow from the Edwards Aquifer into the Lower Trinity where we have well #3 and will be drilling #7 into. Billy hopes that well #7 will pump as much water as well #3 or even more.
- B. Update on plant #1 electrical upgrades – Joe reported that the electrician at Cappadonna put in the new controls and it's working well. Joe advised that the probes inside the pressure tank are no good; he visited with Billy and Bonnie and told them that he would like to put a built-in compressor like we did at the condo well, they agreed. Joe met with Carl from Waterboyz, and he is ordering the compressor. Joe advised that every time the electricity goes out the phase converter and drive goes out on well #1 and he must reset every time and wants to get that fixed. Billy advised that we should get three (3) heaters in the plants so we will be ready for next winter.  
**MOTION:** Ernie DeWinne made a motion to purchase three (3) heaters for plant #1, plant #3 and the condo plant. Billy Wilson seconded the motion. – The Board voted unanimously, and the motion passed.
- C. Update on status of water system map – Tabled until a future meeting.
- D. Discuss future well locations- Tabled.
- E. Discuss Annual meeting – Ernie DeWinne confirmed that Donna the auditor and John our Class C Operator will be at the annual meeting. Joe will have the tables and chairs ready and will pick up the food and drinks.
- F. Discuss plans and take action on severe weather conditions plan – Tabled until a future meeting.
- G. Discuss and take action on brick pavers for new driveway construction – Tabled.
- H. Report of correction action on the employee retirement program – Ernie DeWinne advised that he hasn't heard from Edward Jones yet regarding the employee retirement program. Joe Ortega advised that Anthony called him and said it was more involved than he thought it would be. Ernie advised that we are still holding the IRA/SEP contributions from April on until it is resolved.

**NEW BUSINESS:**

- A. Discuss LCRA grant program – Bonnie advised that she saw in a magazine that the Medina VFD received a \$25,000.00 grant from the LCRA. Karen advised that we qualify because we are a WSC, non-profit and a 501C12. Karen advised that she has started the application and has until July 31<sup>st</sup> to complete it. We would have to match up to 20% of the grant money and it must be something that services the whole community and improve the value of a capital asset by building, renovating, or purchasing equipment. They also want pictures and documentation of why you need the grant. Bonnie asked to put in the documentation that we are using one of our storage tanks to help the VFD's to use in case of a fire. Karen advised that the project does have to be completed within one year. Karen will get with Joe and Billy to help with writing up and finalizing the application.

Billy advised that we can't run the wells and the pumps on a small generator, that's why he would like to get the grant for a larger generator for plant #3, so if we lose power plant #3 could supply water to all customers. Billy advised that FEMA would give us emergency money to keep the generator serviced all year, because we have a generator on one (1) well. Billy advised that we could get M&S Engineering to give us an engineering report to install the generator.

**MEMBERSHIP COMMENTS:** No membership comments.

**ADJOURNMENT:** There being no further comments, Billy Wilson made a motion to adjourn the meeting into Executive Session, seconded by Ernie DeWinne. The BOD voted unanimously to adjourn the meeting at 2:54 PM into Executive Session.

**RECONVENE FROM EXECUTIVE SESSION:** The Board reconvened from Executive Session at 3:06 PM. Billy Wilson made a motion to adjourn, Ernie DeWinne seconded the motion. - The Board voted unanimously, and the meeting was adjourned 3:10 PM.

The next regular BOD meeting will be held on August 12, 2021, at 2:00 p.m.

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

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