

**BANDERA RIVER RANCH WATER SUPPLY CORPORATION
BOARD MEETING
JUNE 11, 2020 2:00 PM**

DIRECTORS PRESENT WERE:

Bonnie Tidball Ernie DeWinne Billy Wilson Rod Goff

OTHERS IN ATTENDANCE WERE:

Joan Hutchinson Joe Ortega Karen Antill Charlene Greenhill

There being a quorum present, the meeting was called to order by President Bonnie Tidball at 2:00 PM, June 11, 2020.

MINUTES: Directors read the Minutes of the previous meeting of May 14, 2020.

MOTION: Ernie DeWinne made a motion to accept the Minutes of the meeting of May 14, 2020. Billy Wilson seconded the motion. The Board voted unanimously to accept the Minutes, and the motion passed.

MINUTES: Directors read the Minutes of the previous meeting of May 21, 2020.

MOTION: Rod Goff made a motion to accept the Minutes of the meeting of May 21, 2020. 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 May 2020 to the Board, noting that the WSC continues to be in good condition, financially. The Board and guests reviewed.

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

OPERATIONS REPORTS:

Field Operations: Joe Ortega reported that they fixed one (1) service leak, mowing at the wells. Joe advised that Billy and himself staked out well #6, received three (3) bids for the road which has been completed. Joe advised that he got his four (4) regulators back from being rebuilt.

Office Operations: Karen Antill reported that it has been business as usual, been training Diana Harrison for when she is on vacation next week, going well. Karen advised that she will be in next Friday to pass out checks and check in with Diana to see if everything went well.

Class C Licensed Operator: Charlene Greenhill advised that she has not received any information on the TCEQ inspection as of today. Charlene reported that she is in the process of updating the Homeland Security paperwork and will have it ready for the July 9th board meeting for the Board to review. Charlene reported that we have to take samples of lead and copper every five (5) years, she has the sample bottles ready, Joe will collect them in July, and she will send them off to Pollution Control, they are due in September.

ITEMS FOR DISCUSSION AND BOARD ACTION:

OLD BUSINESS:

- A. Condo pressure tank – Joe reported that the pressure tank at the Condo's has been completed and put in service as of yesterday, samples have been taken and came back good, they have taken out the pressure tank and cleaning up the pump house.
- B. Rainwater collection systems/programs – Rod Goff had no new information at this time. TABLED.

- C. Discuss the supply of water to customer private pools and related fees and rates – The Board discussed fees for pools, Ernie DeWinne advised that they are being charged our accelerated rates. During Stage III watering restrictions they are limited to their days and times, during Stage IV filling a pool is restricted. If customers violate the watering restrictions the BRRWSC could put a low flow device on their meter.
- D. Discuss and review water use restrictions and stages – The Board discussed and will continue with the Stage II Voluntary Use Restrictions and will send out a new Stage II notice that will resume on June 18, 2020. The Board will continue to review the wells pumping report and well #6 timeline and make any changes necessary.
- E. Discuss fire hydrants and possible testing with VFD. No new information currently.
- F. Update on well #6 progress, and discuss what portions to be completed by BRRWSC, along with the timeline for ordering materials. - Bonnie Tidball reported that she received a text from Carl at Waterboyz and he will be here Monday to start drilling the well and will also dig the pit. Ernie DeWinne reported that the permit was signed and completed Monday June 8th and the Groundwater District will be doing the logging of the well to save us \$1,800.00. Ernie advised that the Groundwater District will need a few days' notice to have the logger ready so Waterboyz will need to coordinate with them.
Billy Wilson advised that after well #6 is drilled we will need to get the water testing and the 36-hour pump test completed. Joe will hook up a hose from well #5 and meter the water being used for well #6 so we can save money. Joe will get with Fortline and order the parts needed for well #6 which should take a few days to receive. Joe will do the trenching for the electrical conduit and water lines from well #5, well #6 and a connection to have ready for when well #7 needs to be drilled. Joe will order a new 4" AMI meter from Kamstrup for well #6. Billy advised that the screening for well #6 will be determined by the waterlog and other reports. The Board discussed acidizing well #6, Billy advised that over acidizing caused us to loose well #2 and would like to be careful with well #6 and go through all the reports before he would feel comfortable acidizing it, the board will look at this in the future.

NEW BUSINESS:

- A. Discuss and take action on plant #1 electrical upgrades. - The Board reviewed the bid from DCDE Electric, LLC for \$3,307.57 Billy advised that we have problems and need to upgrade the electrical at plant #1, with a power surge you have to manually go up and reset it, we never know until customers call with low pressure.
MOTION: Ernie DeWinne made a motion to accept the estimate from DCDE Electric, LLC. for \$3,307.57 for electrical upgrades from plant #1. Billy Wilson seconded the motion, the BOD voted unanimously, and the motion passed.
- B. Discuss and take possible action on Connect fee and System expansion fee. - The Board discussed the connect fee and system expansion fee. Ernie advised that we are rebuilding our expansion reserve fund, what we have collected to date has paid for well #6. Ernie suggests that the system expansion fee be increased from \$1,650.00 to \$3,000.00 and keep the connect fee at \$850.00 and the membership fee at \$500.00. We will update the Tariff and Temporary Service Contract with the new fees.
MOTION: Ernie DeWinne made a motion to increase the system expansion fee from \$1,650.00 to \$3,000.00, leave the connect fee at \$850.00 and the membership fee at \$500.00, effective June 11, 2020. Billy Wilson seconded the motion. The BOD voted unanimously, and the motion passed.
- C. Records Retention. - Charlene Greenhill reported that accounting records need to be kept for seven (7) years plus current; operations records need to be kept for ten (10) years; and permanent records to be kept forever. Charlene advised that she put two (2) years of operations records per box on the shelf upstairs, and will get two (2) more boxes for well #5 and well #6. Charlene will separate all plant paperwork into the correct boxes and asked the board to go through everything else and destroy if needed.

Ernie DeWinne advised that he has not had time but will do an analysis on the rate structure and prepare it for a future board meeting.

Tasks:

Bonnie will contact Carl with Waterboyz and have them coordinate timing with the Groundwater District to log well #6.

Ernie will update the Tariff and the Temporary Service Contract.

MEMBERSHIP COMMENTS:

ADJOURNMENT: There being no further comments, Billy Wilson made a motion to adjourn the meeting, seconded by Rod Goff. The BOD voted unanimously to adjourn the meeting at 2:55 PM.

The next BOD meeting will be held on July 9, 2020

BRRWSC PRESIDENT, BONNIE TIDBALL _____

BRRWSC SECRETARY/TREASURER, ERNIE DEWINNE _____