

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

DIRECTORS PRESENT WERE:

Bonnie Tidball Ernie DeWinne Billy Wilson David Kelley Rod Goff

OTHERS IN ATTENDANCE WERE:

Joe C. Ortega Karen Antill Joan Hutchinson Joe A. Ortega Alice Kauwell

There being a quorum present, the meeting was called to order by President Bonnie Tidball at 2:04 PM, March 10, 2022.

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

MOTION: Ernie DeWinne made a motion to accept the Minutes of the meeting of February 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 February 2022 to the Board, noting that the WSC continues to be in good condition, financially. Ernie advised that he didn't budget for the increased price of gas.

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 C. Ortega reported that the condo storage tank is completely gone and the heater has been installed. Joe advised that TCEQ will be coming out to inspect the condo well March 15th, the Board discussed the manifold that will need to be repaired. Joe C. reported that they put in one new tap, and waiting for parts that are on backorder to do more taps. Joe reported that he had four (4) 811 locate requests that he marked. Joe reported that he had a main break on Kings Ranch and River Ranch Dr and the pump burnt up while pumping the water out of the hole so he purchased a new one for under \$300.00. Joe C. advised that he received a bid for the generator for Plant #3 but it was for 100KW where we need a 125KW or 160KW, so he will get new bids. Joe advised that he had to replace a curb stop in unit 2, which has been charged to the customer.

Office Operations: Karen Antill reported that it has been business as usual, billing, invoices, updating the website, monthly reports, training, and checking meters and calling customers with leaks. Karen advised that we have 166 ACH users, 92 e-billing customers, and 40 credit card users. Karen advised that she got with AIA insurance and the yearly content policy for all office equipment and furniture which will cost \$44.00 a year to cover up to \$10,000.00, Ernie signed and we sent it off. Karen advised that because of that we canceled the Value Max support for \$21.00 a quarter to cover only the Pitney Bowes postage meter since we didn't have a content policy. Karen advised that she has pulled all the invoices and documents for our auditor Donna from EDE, she will be here at 9am tomorrow, Ernie DeWinne will be here to let her in. Karen advised that we need to update QuickBooks by May 31st 2022.

Class C Licensed Operator: Billy Wilson read over John Hegemier's report. John completed the Water Use Survey. He is preparing for the TCEQ site visit at the Condo Well. John will be working on the upcoming Water Loss Survey. Bonnie advised that she approved overtime so Joe A. Ortega can come in and work afterhours on his class to get ready to take his test for a Class C license. Bonnie reported that she texted John Hegemier and asked him to redo the Water Use Survey because errors were found, Karen made corrections and emailed to John for him to go in and make corrections. Bonnie advised that she asked John to work on the Lead and Copper violation that she was told in the past that it wasn't a violation since the paperwork was sent in late from the lab.

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.
- B. Update on plant #1 electrical upgrades – Joe C. advised that the air compressor has been put in at well #1. Joe reported that he wants to add a sight glass to see the water level; Ernie will add this item to the agenda next month.

- C. Update on status of water system map – Joe advised that we now have the map completed and in a black and white pdf format, but will be getting a color pdf as well. Bonnie advised that we sent this map off with the EPP. Ernie will take this item off the agenda.
- D. Update on Well #7 – Joe C. Ortega reported that the electrician finished up the electrical for well #7 up to the panel rack. Bonnie advised that she spoke with Carl from Waterboyz and was told that all the pipe was in and they will be out next week to install it, which was three (3) weeks ago. Bonnie will call Carl again. Billy advised that once we get the pipe in, we will need to move around some of the dirt so they can start the 36-hour pump test. Joe A. Ortega asked if he could contact all the fire departments to see if they would want to fill up their storage tanks; the board agreed.
- E. Update on pressure tank and compressor for Plant #1 – Joe C. Ortega advised that this has been completed; Ernie will take this item off the agenda.
- F. Update on Generator planning for Plant #3- Billy Wilson advised that the bid we got was for a smaller generator than we need. Billy recommends that when we get a generator to not get the larger fuel tank, the board agreed. Bonnie advised that she contacted M&S Engineering and they are aware that we need their help getting prices for a generator. Billy is still looking online for a 150KW or 160KW generator as well, especially one that has the disconnect with the package. Joe advised that once we get the generator, he will need to pour the concrete pad. Bonnie advised that she spoke with Brady from M&S Engineering about the engineering study and they wanted to do it by an hourly rate. Bonnie wanted to know what level of engineer will be doing the study so we know the hourly rate. Bonnie advised that she needs to have the contract more detailed before she will sign it; Bonnie will contact them again.
- G. Discuss additional diffusers for our wells – Tabled.

NEW BUSINESS:

- A. Discuss BRRWSC company credit card – Ernie DeWinne advised that after review he signed the company up for a Capital One Credit card that gives 1.5% cash back with no annual fee and added Karen and Joe C as designated users. Ernie advised that he had to use his personal information along with the company information and the BRRWSC was approved with a \$10,000.00 limit.
MOTION: Ernie DeWinne made a motion to approve the company credit card with Capital One with 1.5% cash back and add Karen Antill and Joe C. Ortega as designated users. David Kelley seconded the motion – The Board voted unanimously and the motion passed.
- B. Discuss and approve election procedures, forms and timeline – Ernie DeWinne presented the election procedures, forms and timeline to the Board and guests. Ernie advised that the annual meeting will be set for June 11, 2022.
MOTION: Ernie DeWinne made a motion to approve the meeting date, election procedures, forms, and timeline. Billy Wilson seconded the motion – The Board voted unanimously and the motion passed.
- C. Discuss and approve EPP Plan – Bonnie advised that with her help Karen entered the EPP information into the online form, attached the map, drought contingency plan, watering restrictions, and submitted the form. Since then, Karen has received confirmation that the EPP was received. Bonnie advised that the main plan on the EPP was to put in a generator at plant #3.
- D. Discuss and possible approval of security system – Bonnie presented bids from ADT to the Board for CCTV, WIFI, and NTV security systems; the Board reviewed and Bonnie will contact ADT to get more clarification and a more definitive bid. Bonnie advised that she contacted Frontline and SimpliSafe and they only do residential security systems. Bonnie advised that she has contacted Rock Solid by email and still hasn't gotten a definite answer if we could get free internet service for all four (4) well sites in lieu of the \$150.00 monthly rental fee they pay the BRRWSC for having their antenna on our water tower at plant #2. Bonnie will contact Rock Solid to get clarification. David Kelley advised that he hasn't had a chance to research security cameras but will try to have something by the April 14th board meeting.

MEMBERSHIP COMMENTS: A guest addressed the Board regarding a curb stop that she was charged for and stated that she will be paying that after the meeting. She was concerned that when she had a leak in August and told Joe C. and Karen that she turned off the curb stop the water never fully stopped coming out of the meter and it should have been fixed then. She was advised that she needed to put a cut off valve on her side of the meter, she advised that she was going out of town for three months and had the intention to have one put in when she returned. She told the Board that she had someone turn off her curb stop when she had water coming out of her ceiling after the freeze because she couldn't get ahold of Joe; Billy advised that during the freeze their main concern was to keep the water system from freezing and spent many hours doing that. She also stated that when she was out of town, she had people turn it on and off when they came to check on the house and give the animals water. She advised that she would like to ask Joe if he could put in the cut off valve for her; the Board agreed that it would have to be on his own time and not company time. She stated that if she has someone else do it instead, she will still need to have Joe come turn off the water before they put the cut off valve in; the Board discussed the task force but asked her to call Joe first. The Board discussed the task force and will try to do some training sessions.

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 3:18 PM.

The next regular BOD meeting will be held on Thursday April 14, 2022, at 2:00 p.m.

BRRWSC PRESIDENT, BONNIE TIDBALL _____

BRRWSC SECRETARY/TREASURER, ERNIE DEWINNE _____