

**BANDERA RIVER RANCH WATER SUPPLY CORPORATION
BOARD MEETING – MARCH 9, 2017 2:00 P.M.**

DIRECTORS PRESENT WERE:

Ernie DeWinne Harry Maxwell Bonnie Tidball

OTHERS IN ATTENDANCE:

Ron Beadles Charlene Greenhill Joe Ortega Karen Antill

The meeting was called to order by Vice President Bonnie Tidball as 2:00 pm March 9, 2017.

Bonnie Tidball advised that Tom Nate turned in his letter of resignation as of March 7, 2017.

MOTION:

Ernie DeWinne made a motion to accept the resignation of Tom Nate as of March 7, 2017.

Harry Maxwell seconded the motion. - The Board voted unanimously and the motion passed.

Bonnie Tidball advised that since Tom Nate resigned we will need to elect new officers and pass a resolution to change the signature cards at Texas Hill County Bank.

MOTION:

Ernie DeWinne made a motion to elect Bonnie Tidball as President and Harry Maxwell as Vice President and to keep Ernie DeWinne as Secretary/Treasurer, and keep Joe DeHoyos as a member.

Harry Maxwell seconded the motion. - The Board voted unanimously and the motion passed.

MOTION:

Ernie DeWinne made a motion to adopt a resolution to change the signature cards at Texas Hill Country Bank as follows;

Bonnie Tidball ó President, Harry Maxwell ó Vice President, Ernie DeWinne ó Secretary/Treasurer, Joe DeHoyos ó Member.

Harry Maxwell seconded the motion. - The Board voted unanimously and the motion passed.

MINUTES: Each Director read the Minutes of the February 9 & February 15, 2017 Board Meetings.

MOTION:

Ernie DeWinne made a motion to accept the February 9, 2017 & February 15, 2017 minutes as presented.

Harry Maxwell seconded the motion. - The Board voted unanimously and the motion passed.

TREASURER REPORT: Ernie DeWinne presented the balance sheet and profit and loss statements as of February 29, 2016, January 31, 2017 and February 28, 2017.

MOTION:

Harry Maxwell made a motion to accept the treasurer's report as presented.

Ernie DeWinne seconded the motion. - The Board voted unanimously and the motion passed.

FIELD OPERATIONS: Joe Ortega reported that they repaired three (3) service leaks this month, laid over 1,000 feet of pipe for the new well #5, burned brush at well #2 & #3, Joe thanked Ernie DeWinne and Harry Maxwell for helping out laying the pipe. Ernie advised that he would like the BRRWSC to take Joe Ortega, James Robinson, Harry Maxwell, Joe DeHoyos and himself out to dinner for all the work they did laying the pipe for the new water well; the Board agreed. Ernie advised that he spoke to the new owners of the home on Park Rd and will put in the pavers on the driveway over the new water main line as soon as it settles.

OFFICE OPERATIONS: Karen Antill reported that she will be sending out disconnect notices on March 17th to be disconnected on March 27, 2017.

CHARLENE GREENHILL: Charlene Greenhill reported that she has finished the water audit before the deadline of March 1st, and will be doing the water loss report that is due May 1st, then will work on the Consumer Confidence Report (CCR) that is due June 1st. Charlene advised that she has completed the pumping report for the Ground Water District.

OLD BUSINESS:

UPDATE ON PLANT #3 PROJECT AND DISCUSS BRRWSC PORTION OF PLANT #3 PROJECT, TIMELINE: Ernie DeWinne reported that he received a pay estimate for \$57,133.33 from Hoover and submitted it to the USDA Tuesday as well as several pictures. Ernie advised that he forgot and didn't have Joe DeHoyos do the weekly reports until now and DeAnn from the USDA will hold the pay estimate back until next week when we get the weekly reports to her. Ernie DeWinne advised that we can send electronic files of the weekly reports and pictures from now on. Ernie DeWinne advised that they poured the slab this morning and the base for the 3,000 gallon pressure tank has been put in and next week they will pour the footings that the pressure tank will lay on. The Board discussed the plant #3 project portion that we are completing. Ernie advised that Aquatech scheduled the acidize for the well March 8th and didn't happen, and still haven't heard when they will be doing that. Ernie advised that our engineer wanted to come out for the acidize and will be here for the 36 hour pump test. Ernie advised that the cost of the acidize went down from \$3.00 per gallon to \$2.00 per gallon and we will have to do a change order to reduce the depth of the well and then add a change order to get the acidize paid for through the loan; Ernie will go speak to Reed at Aquatech about doing the change order.

UPDATE ON TCEQ VIOLATION NOTICES: Charlene Greenhill advised that the TCEQ violation on the fluoride has been taking care of.

UPDATE ON STATUS OF PLANT #1 TRANSFER PUMP-NEW ELECTRICIAN: Joe Ortega advised that he is still waiting on Reed to finish the transfer pump and advised the Board that he met a new electrician and would like to hire him to finish the work if Reed doesn't do it soon; the Board agreed.

CONDO PROJECT UPDATE & TCEQ LETTER SLAB PORTION & WELL #1 SLAB: Ernie DeWinne advised that we will form the slab for the new pressure tank at the condo well and will fix well #1 slab both at the same time.

UPDATE ON AS-BUILT PLANS: Ernie DeWinne advised that TCEQ approved the as built plans and thanked Joe DeHoyos and Joe Ortega for drawing them up and would like the BRRWSC to take them out to dinner. Ernie advised that he received an aerial shot of the condo project and we will need to draw in the pipe mains and lines which will complete the as built plans.

NEW BUSINESS:

DISCUSS, REVIEW AND APPROVE LEP POLICY: Bonnie Tidball reported that she contacted Larry Bell to get a sample letter and was given a 38 page guideline for the LEP policy. Bonnie spoke with the USDA office and had them send her a letter that we could edit to use for our LEP policy and would need it voted on and submitted by May 31st. Bonnie will draft up the LEP policy and have it ready for the May 29, 2017 meeting to review and approve the LEP policy.

DISCUSS TCEQ INSPECTION: Charlene Greenhill reported that the TCEQ inspection went well. Charlene advised that she was asked for a drought contingency plan and gave them the watering restrictions stages 1 ó 4 and those were accepted. Charlene advised that the inspector asked for the sanitary control easement for well #2 & 3 which we didn't have. Charlene advised that she searched the court house for the sanitary control easement and they were not found, she did find a copy of it that was not recorded and will see if we can have those signed and recorded. Charlene advised that the inspector advised that the pressure tank inspections need to be completed every five years, Joe advised that he just needs to take them out of service and have it done.

CUSTOMER SERVICE INSPECTION FORMS: Charlene Greenhill advised that when we had the TCEQ inspection we were told to use the updated Customer Service Inspection forms and have them voted on at our next board meeting.

MOTION:

Ernie DeWinne made a motion to accept the new Customer Service Inspection forms to be used on new homes. Harry Maxwell seconded the motion. - The Board voted unanimously and the motion passed.

DRROA BILLING ADJUSTMENT: Ernie DeWinne advised that the DRROA had a leak in the drain of the pool and asked to have their bill adjusted. The Board discussed and Karen will average the bill for the last few months for the base and charge \$4.25 for each 1,000 gallons after that for two months since it happened between billing periods.

MOTION:

Bonnie Tidball made a motion to adjourn the meeting into Executive Session. Harry Maxwell seconded the motion. - The Board voted unanimously and the meeting was adjourned into Executive Session.

BRRWSC President ó Bonnie Tidball _____
BRRWSC Secretary/Treasurer ó Ernie DeWinne _____