

**BANDERA RIVER RANCH WATER SUPPLY CORPORATION
BOARD MEETING
October 12, 2017 2:00 P.M.**

DIRECTORS PRESENT WERE:

Bonnie Tidball Harry Maxwell Ernie DeWinne Steve Malone

OTHERS IN ATTENDANCE:

Charlene Greenhill Joe Ortega Karen Antill John Schuetze Jennifer DeWinne

There being a quorum present, the meeting was called to order by President Bonnie Tidball at 2:00 P.M. October 12, 2017.

MINUTES: Directors read the Minutes of the meetings of September 14, 2017 and September 22, 2017.

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

Ernie DeWinne made a motion to accept the September 22nd emergency meeting, as presented. Harry Maxwell seconded the motion. The Board voted unanimously, and the motion passed.

TREASURER'S REPORT: Ernie DeWinne presented the September 2017 reports.

Balance sheet ó Cash is down a little because big bill for tank paid. Inventory supplies are down. Total assets are down \$10,000 from last month, but appreciably higher than last year. Normal monthly draw-downs occurred. YTD we have slightly more money than last year. Ernie reported that BOD still needs to talk about the loan.

Sales are up. Have been getting Rock Solid rental payments in more timely fashion. With three months left in the year, should be alright, as electricity should go down as cooler weather here. September was a good month. Bonnie Tidball thanked Ernie DeWinne for doing the Treasurer's job so well.

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

MEMBERSHIP COMMENTS: There were no comments from the Membership.

OPERATION REPORTS:

Field Operations: Joe Ortega reported that the pump has been put in at Well #5. One service line leak repaired. Plant #3 was cleaned up after storage tank work done. Discussed the pump action test at the new well. Still need to determine the gallonage being produced, and the location of the pump in the well. Joe also stated that they will be coming back with a different pump to use to determine the gallonage. It is yet to be determined how many gallons/minute can be expected. WSC would like to see 90-100 gallons /minute.

Office Operations: Karen Antill reported that disconnect notices will be going out on the 17th for disconnect on the 27th.

Class C Licensed Operator: Charlene Greenhill reported that the quarterly report was completed this month. Lead and copper samples have been submitted but have not gotten results back yet. TCEQ has said that the record retention schedule has changed a bit and they will be sending the new requirements out shortly. Currently we have 6 years of records saved. Charlene is working on filing organization. Charlene recommended that the BOD put the retention policy on the agenda for next month's meeting, so that there is documentation in the minutes that the policy has been addressed. Charlene is also making a USDA notebook and will have it kept in the WSC Office for review at USDA audit.

ITEMS FOR DISCUSSION AND BOARD ACTION:

OLD BUSINESS:

- A. Update on Plant #3 Project and discuss BRRWSC portion of Plant #3 project timeline: Joe reported that the tank repair people were back to repair tank problems and to paint the tank. Some areas already showing rust in some areas and need to be re-painted. Discussion re: contractor behavior requirements in future, regarding daily reports. Should be included in the contract. Bob Thonhoff (engineer) has asked us to let him know when the contractors are coming to the site, but the contractors have not been very cooperative in notifying WSC. Thonhoff also asked whether a water quality test had been done on the new well. Joe clarified that it had not been done. Water quality test needs to be scheduled. WSC will take care of the painting of the building.
- B. Condo Project update ó slab portion and Well #1 slab: Joe Ortega reported that the divers were here on September 15th. Did a good job patching this time. Harry Maxwell and Walter Greenhill had done some temporary work to slow the leak until the divers could get here. Discussion of plan for completion of the work. BOD discussed question of whether the project can be delayed until Well #5 is completed; several members stated that they were not comfortable waiting that long, and would prefer to do the project concurrently with finishing Well #5.

MOTION: Bonnie Tidball requested a motion to request Thonhoff to give the BOD a bid package on this project, with suggested contractors. Ernie DeWinne made a motion, seconded by Steve Malone. Board voted unanimously to proceed.

Bonnie Tidball shared letter with the rest of the Board which she prepared to protest the bill for the first dive crew's work, and indicating that the second bill will not be paid until they discuss the issues. To date, no response from the company.

- C. Update on mapping of mains and valves for distribution system: Still needs to be started. Steve Malone will lead this project. Discussion tabled for next meeting.
- D. Update on Well #5 acidizing: Acidizing on hold, and may need to be scheduled if the pump test does not meet the required 90 gallons/minute on 3-hour pump test, as the first attempt at acidizing was stopped due to problems encountered. BOD members discussed options. Bonnie Tidball and Joe Ortega will discuss with Reed next week.

- E. Discuss condo tank repair/purchase options: Discussed above. Awaiting Thonhoff Engineering to come back with pricing and quotes for the tank update and certification.

NEW BUSINESS:

- A. Employee benefits ó retirement plan: Tabled per Ernie DeWinne since DRROA board member having medical issues.
- B. Discuss telephone service change: Karen reported discussion with BEC, problem with WSC not having its own internet modem. Board agreed to stay with AT&T. Harry Maxwell reported that conference telephone instrument has been received and ready for use.
- C. Discuss vacation carry-over: Ernie DeWinne will share a document with the rest of the BOD which he previously used for another agency re: vacation carry-over policy. Discussion tabled until members have had an opportunity to review.
- D. Discuss Board vacancy: Karen reported that a resident who might be interested. Ernie DeWinne suggested that the vacancy be announced at the DRROA Annual Meeting and stated he will make announcement.

MOTION: With no further business to discuss, Bonnie Tidball asked for a motion to adjourn the meeting to Executive Session. Harry Maxwell made a motion to adjourn the meeting. Steve Malone seconded the motion. The Board voted unanimously, and the meeting was adjourned at 3:10 PM.

The next meeting of the BRRWSC will held November 9, 2017.

BRRWSC President ó Bonnie Tidball _____

BRRWSC Secretary/Treasurer ó Ernie DeWinne _____