

Bear Springs Trails Water Supply Corporation Meeting Minutes

BSTWSC Regular Board Meeting			
12.12.2016		7:00 p.m.	997 Bear Springs Trails, Pipe Creek, TX 78063
Meeting called by	Jan Serene, Board President		
Type of meeting	BST Water Supply Corporation Directors Meeting		
Note taker	Karla Seale, Secretary		
Attendees:	Jan Serene, President; jan.serene@att.net; 830-510-4282		
	Andy Watson, Vice President; awatson@vaughnconstruction.com; 281-831-4489		
	Karla Seale, Secretary; texaslazyk@gmail.com; 210-563-1302		
	Betty Serene, Treasurer; betty.serene@att.net; 830-510-4284		
	Flint Lemon, Director & IT Technical Advisor; flint-claudia@att.net; 830-446-9444		
	Carl Schuman, Technical Advisor; c.schumann@sbcglobal.net; 210-854-5832		
Agenda			
Call to Order			
Roll Call and Quorum Determination			
Approval of November Meeting Minutes			
TCEQ 3-Year Inspection Update			
Water System Operations and Concerns			
BSTWSC Treasurer's Report			
Open Forum for Visitor's Suggestions, Proposals, and Grievances			
Calendar & Follow-Up Actions			
Adjournment			
Topic: Call to Order, Quorum Determination and Approval of Previous Meeting Minutes			
Presenter	Jan Serene		
Key Points			
All individuals listed as attendees above were present. All Directors were present therefore a quorum was present. Note: Vice President Andy Watson attended by phone.			
The November meeting minutes were approved by acclimation.			
Topic: TCEQ 3-Year Inspection Update			
Presenter	Jan Serene		
Key Points			
President Serene has received no further information regarding the three year inspection. The board agreed, however, to continue tabling this item and keeping it on the agenda for the time being.			
Action Items		Person Responsible	Deadline
No Actions for this Topic		N/A	N/A
Topic: Water System Operations and Concerns			
Presenter	Jan Serene and Andy Watson		
Key Points			
Treasurer Betty Serene mailed out the water bills today (December 12, 2016) for November water services. The required customer notice regarding the monitoring and reporting violation for the period June 1 st to September 30 th on lead and copper testing was included.			
President Serene also notified the board that he had mailed to TCEQ and closed the loop on the last violation, which was a failure to submit the quarterly report from the water operator.			
Technical Advisor Carl Schuman notified the Board that the chlorine level was high according to the water operator's calculations and needed to be checked and lowered from 2.2 back to its more normal reading of 0.76.			
President Serene notified the Board that the Robinson's were again seeing sediment in their water and requested that Vice President Andy Watson confirm the bi-weekly flushing scheduled for Friday.			

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Vice President Watson summarized for the Board a recent repair that was needed. A piece of pipe from the pump on the left broke (when you walk into the pump house. The discharge side.) and needed to be replaced. The issue was discovered by the water operator, and most likely occurred because the pipe got excessively hot when the pump motor was running but no water was running through the pipe. The repair has been completed. Vice President Watson indicated that the Board might consider changing from PVC to Brass piping. Director Lemon inquired if there were any shock absorbers installed on the pumps. He was informed by Technical Advisor Schuman that there were not. The pumps are anchored directly to the concrete. Vice President Watson also noted that the pump savers are now installed and working.

Action Items	Person Responsible	Deadline
Contact water operator to adjust chlorine levels, and to confirm the bi-weekly flushing schedule.	Andy Watson	Before end of week.
Send TCEQ information regarding customer notification of the lead/copper testing violation.	Jan Serene	Before next regular Board meeting.

Topic: BSTWSC Treasurer's Report

Presenter	Betty Serene
Key Points	

BSTWSC account balance is \$13,410.10. President Serene noted his concern that the balance has been dropping slowly over time due to the unexpected repairs and maintenance.

Director Lemon inquired if there had been any analysis done to determine what our normal expenditures (and income) were. Treasurer Serene informed the Board that the water operator expense of \$1120 per month plus chemicals was normal. Electricity was up from a normal of \$160-180 per month to \$256.00 for the month. This was probably due to the pump running continuously during the broken pipe issue. The last Aquatech bill was high because it included their final water operator services bill plus some repair work. (Approximately \$5500.00). We currently have 25 or 26 paying customers. President Serene believes that our income covers the normal expenses. However, unexpected repairs have been the issue. Approximately \$2200.00 went out in November, but we only had \$1104.00 in income. Technical Advisor Schuman asked if the water operator was buying regular bleach vs the more expensive chemicals that some use for chlorine. Director Lemon indicated that he was considering getting a class A water operator license as a potential way to offset some of the expenses.

Action Items	Person Responsible	Deadline
Prepare operating statement for the Board's review.	Betty Serene	Before next regular Board meeting.
Check with water operator regarding the cost of bleach, to insure an economical	Andy Watson	Before next regular Board meeting.

Topic: Open Forum for Visitor's Suggestions, Proposals, and Grievances

Presenter	Jan Serene
Key Points	

President Serene opened the floor for suggestions, proposals, and grievances. NTR

President Serene notified the Board that he had received two lab reports from the Texas Department of Health Services. They periodically test for chloroform, a couple types of methane, acid, and other things. The test results were good and met all standard requirements.

Technical Advisor Carl Schuman inquired as to the depth of the well. Vice President Watson indicated that he believed it to be approximately 600 feet deep, and was dug in 2000.

Topic: Calendar & Follow-Up Actions

Presenter	Jan Serene
Next Meeting	9 January 2017 at 7:00 p.m. at 997 Bear Springs Trail, Pipe Creek, TX 78063