

Bear Springs Trails Water Supply Corporation Meeting Minutes

BSTWSC Regular Board Meeting		
7.11.2016		997 Bear Springs Trails, Pipe Creek, TX 78063
7:00 p.m.		
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 June 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. Five Directors were present (one by phone) therefore a quorum was present. Note: Vice President Andy Watson attended by phone.		
June meeting minutes were approved by acclimation.		
Topic: TCEQ 3-Year Inspection Update		
Presenter	Jan Serene	
Key Points		
President Serene has not heard back from TCEQ. Assuming everything provided to date is fine for the time being. The inspection of the storage tank was not provided as it was not on the original audit.		
Action Items		Person Responsible
No current action. Waiting for notification from TCEQ as to final status.		Jan Serene
		Deadline
		14 June 2016
Topic: Water System Operations and Concerns		
Presenter	Jan Serene and Andy Watson	
Key Points		

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- Aquatech removed the well meter and returned it to the manufacturer after getting the warranty details from previous water operator Kerr Country Pump. The broken meter was mailed to the manufacturer late last week and it is expected to take a couple of weeks for the repair/replacement. - The results from the external inspection of the water tank are still pending. - The cost for sealing the cinder blocks at the pump house is approximately \$60.00 for a 5 gallon bucket. It will take 2-3 buckets to seal the pump house correctly. The job is expected to cost approximately \$200.00 to seal the external sides. It can be rolled on or sprayed. Vice President Watson has a sprayer that he can use to do the work himself. The board agreed to a tinted grey color. - Director Watson contacted Randy Allen to provide a roof repair estimate. Technical Advisor Carl Schuman agreed to meet Mr. Allen for the appointment. Mr. Schuman has roof measurements. - Pump Savers installation still pending. - President Serene inquired if additional ventilation at the pump house was needed. The consensus was that the pump house has adequate ventilation because a door for the chlorine tank has ventilation to the outside and a hole in the Sheetrock was cut. - The Robinsons continue to have water quality sediment issues in spite of monthly flushing of the system. The board has recommended that the homeowners install a filter at the home, but they have declined to do so at this time. Technical Advisor Carl Schuman indicated that he had not seen evidence that the valve at the residence has been flushed by Aquatech as needed to remove any sediment, nor was it clear that the Robinson's were adequately running their water after the flushing as needed to remove sediment. Mr. Robinson informed Director Flint Lemon that he was considering legal action. Vice President Watson indicated that he would increase the flushing to bi-weekly at that one bottom location. - Secretary Karla Seale informed the board of low water pressure issues at her residence. Director Flint Lemon agreed to determine the actual water pressure at the Seale's residence and any potential follow-on remedy could be determined after. Director Flint also inquired if the Seale's had a pressure regulator valve installed. Secretary Seale was unsure and agreed to check on it.		
Decisions		
Obtain tinted grey sealant for coating the cinder blocks at the pump house.		
Obtain roof repair estimate from Mr. Randy Allen.		
Increase water flushing at the bottom of the water system (Robinson's residence) to biweekly.		
Action Items	Person Responsible	Deadline
Check with Aquatech on the status of the external water tank inspection. Request system flushing be increased to bi-weekly.	Andy Watson	Before end of the week.
Obtain grey tinted sealant for coating the cinder blocks of the pump house.	Andy Watson	Before next regular board meeting.
Confirm Aquatech installed pump savers.	Andy Watson	Before next regular board meeting.
Confirm with the Robinsons that they are following the proper procedures to flush their system for an adequate amount of time to ensure the removal of sediment.	Carl Schuman / Flint Lemon	Before the end of the week.
Topic: BSTWSC Treasurer's Report		
Presenter	Betty Serene	
Key Points		
BSTWSC account balance is \$16,557.50. One new customer currently pending. Two more lots recently sold but undetermined if these will result in water hookups.		
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. There were none.		
Action Items	Person Responsible	Deadline
Topic: Calendar & Follow-Up Actions		
Presenter	Jan Serene	
Next Meeting	08 August 2016 at 7:00 p.m. at 997 Bear Springs Trail, Pipe Creek, TX 78063	
Action Items	Person Responsible	Deadline
Prepare Agenda for Next Month for posting on the website. Monthly meeting date/time to be added to the website.	Karla Seale; Flint Lemon	At least one week prior to meeting