

Bear Springs Trails Water Supply Corporation Meeting Minutes

BSTWSC Regular Board Meeting			
9.12.2016		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		
	Michael Sayers, Member		
Agenda			
Call to Order			
Roll Call and Quorum Determination			
Approval of August 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 (one by phone) therefore a quorum was present. Note: Vice President Andy Watson attended by phone.			
August 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. The agenda item is tabled until the October meeting.			
President Serene inquired of Vice President Watson if the Lead testing due at the end of the month had been performed by the water operator. Vice President Watson indicated that he would have to check with Aquatech and ensure that it was being done.			
Action Items		Person Responsible	Deadline
Check with Aquatech regarding lead testing and ensure its completion with any lab results sent to TCEQ before the deadline at the end of September.		Andy Watson	Before the end of September.
Topic: Water System Operations and Concerns			
Presenter	Jan Serene and Andy Watson		
Key Points			
President Serene recapped the Backflow Preventer Issue for those present at the meeting. TCEQ does not require backflow preventers for new construction. All they require is an inspection of new construction to see if a backflow preventer is required. However, the Board has the authority to require backflow preventers on any water system users/customers it chooses. The Board can require everyone in the community (using the water system) to install Backflow Preventers.			

Bear Springs Trails Water Supply Corporation Meeting Minutes

President Serene reopened the Backflow Preventer Board discussion because the Board had been erroneously led to believe by the previous water system owners that all new construction required a backflow preventer. We had adopted that standard based on that belief. Further, TCEQ guidance states that even though the Board has the authority to require it, there is no necessity.		
Vice President Watson proposed that the water system should be made 100% compliant with backflow preventers installed for every customer to ensure the safety of our water. This was based on an issue earlier in the year when the pump blew up at the well house and all of the water in the system was sucked back to the well house potentially introducing contaminants into the water system. Having backflow preventers installed by every customer and annual inspections is low cost insurance for the safety of our water. Because the language in the current service agreement is vague, recent new constructions will not be required to install a backflow preventer as long as no conditions exist (i.e. pools, sprinkler systems, livestock, etc.) that require backflow preventers. Going forward language in the service agreement will be modified to clearly state that all new construction will be required to install a backflow preventer at the water entrance regardless of hazard conditions. A clause will also be added to the service agreement for any homes that are currently metered and grandfathered in (not currently required to have backflow preventers) to install backflow preventers when the property transfers ownership. This will ensure that the water system will eventually reach 100% compliance.		
Member Michael Sayers indicated that he would abide by any decision made by the Board. After all Board members weighed in, the Board agreed to Vice President Watson's recommended plan to bring the water system into full compliance by having all customers install backflow preventers as outlined in the Vice President's recommendation. The service agreement will be amended to better reflect this requirement.		
President Serene provided an update on the broken master meter in the well house which tracks the amount of water pumped out of the well (required by TCEQ.) It has been out of service for 5 months. The master meter is still with the manufacturer for repair/replacement.		
Vice President Watson informed the board that two out of the three pump savers have been installed. He has also contacted Aquatech to remind them to change out the nipples on the pump system from plastic to stainless steel. This has only been done on the new pump to date. It was determined that the pump house does not require a new roof, and probably does not need to have sealant painted on the walls.		
President Serene informed that board that he had received an email from Mrs. Joan Robinson indicating that they have been very satisfied with the results from the twice monthly water system flushing. The board agreed to continue doing the twice monthly flushing, but would revisit the decision if severe drought conditions returned.		
Decisions		
The BSTWSC Board of Directors unanimously approved to amend the BSTWSC Service Agreement to require all future construction, in addition to the regular requirements for a backflow preventer, to also have a backflow preventer; or upon transfer of property of folks who are grandfathered to have one installed.		
Action Items	Person Responsible	Deadline
Modify the water service agreement to more clearly state the requirement for new customers to install a backflow preventer.	Betty Serene	Before next regular board meeting.
Notify Title companies of requirement for backflow preventers when properties are being transferred.	Betty Serene	Before final closing upon transfer of a property
Topic: BSTWSC Treasurer's Report		
Presenter	Betty Serene	
Key Points		
One new water meter has been installed. A new meter box was not required. Aquatech has not yet billed BSTWSC for this installation.		
One new customer has used 32,000 over the monthly normal limit of 5000 gallons.		
The rental customer will be moving out on 17 September, and a meter reading will be needed on that date.		
BSTWSC account balance is \$19,329.89. One customer is currently 3 months behind.		
Action Items	Person Responsible	Deadline
Conduct meter reading on 17 September of the rental property.	Carl Schuman	By 17 September.
Send final notice to customer three months behind notifying them of the potential discontinuation of water service.	Betty Serene	Before next regular board meeting.
Topic: Open Forum for Visitor's Suggestions, Proposals, and Grievances		

Bear Springs Trails Water Supply Corporation Meeting Minutes

Presenter	Jan Serene
Key Points	
President Serene opened the floor for suggestions, proposals, and grievances.	
Technical Advisor Carl Schuman requested an increase to \$50 per month for his meter reading services.	
Decisions	
The Board unanimously agreed to increase payment to Technical Advisor Carl Schuman of an additional \$50.00 per month beginning in September 2016.	
Topic: Calendar & Follow-Up Actions	
Presenter	Jan Serene
Next Meeting	10 October 2016 at 7:00 p.m. at 997 Bear Springs Trail, Pipe Creek, TX 78063