

Bear Springs Trails Water Supply Corporation Meeting Minutes

BSTWSC Regular Board Meeting			
2.13.2017		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	Betty Serene, Treasurer		
Attendees:	Jan Serene, President; jan.serene@att.net; 830-510-4282		
	Andy Watson, Vice President; awatson@vaughnconstruction.com; 281-831-4489		
	Flint Lemon, Director & IT Technical Advisor; flint-claudia@att.net; 830-446-9444		
	Betty Serene, Treasurer; betty.serene@att.net; 830-510-4284		
	Carl Schuman, Technical Advisor; c.schumann@sbcglobal.net; 210-854-5832		
Agenda			
Call to Order			
Roll Call and Quorum Determination			
Approval of January 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. Four of five Directors were present therefore a quorum was present. Note: Vice President Andy Watson attended by phone. Secretary Karla Seale did not attend.			
The December 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. - President Serene informed the Board that he had received another letter of violation concerning the lead/copper testing due to failure of notifying individual owners of the results of the testing. Notice has been sent.			
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			
President Serene informed the Board that he received an e-mail from TCEQ regarding the back flow prevention program. TCEQ states that if changes have been made within the last 3 years records need to be updated.			

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- Aquatech still needs to invoice for the replacement of the pipe in the well.
- The water operator had turned the chlorine discharge level down prior to discovering the well piping issue. However, because the Water Operator takes a weekly sample of the chlorine levels, we expect quick adjustments will be made getting the chlorine levels back to a normal range.
- Chlorine pump was not working. Aquatech was called and pump was fixed. Carl will check.

TCEQ is scheduled to check chlorine levels on Wednesday 22 Feb at 12:30. Technical Advisor Carl Schuman will be meeting them.

Action Items	Person Responsible	Deadline
Update TCEQ	Jan Serene	Before Next Regular Board Mtng

Topic: BSTWSC Treasurer's Report

Presenter	Betty Serene
Key Points	

BSTWSC account balance at the end of the year is \$8,759.10.

Was voted to continue discussion of rate increase amount at next board meeting. In addition to rate increase it was also suggested that the overage cost also be increased.
The Board approved a request be made to BSTOA to reimburse the BSTWSC for the replacement of the pipe in the well in the amount of \$5500. The BSTOA can approve the request; however, the BSTOA Directors might prefer to submit the matter for the members' approval at the annual meeting.

Action Items	Person Responsible	Deadline
Add Repair Reimbursement and/or Rate Increase Discussion to the February BSTWSC Director's agenda.	Karla Seale	Before next regular Board meeting.

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Email request for reimbursement to the BSTOA President and approval of a joint annual meeting on 6 May 2016.	Betty Serene	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.		
Directors confirmed their availability for the annual meeting on 6 May 2017.		
Topic: Calendar & Follow-Up Actions		
Presenter	Jan Serene	
Next Meeting	13 March 2017 at 7:00 p.m. at 997 Bear Springs Trail, Pipe Creek, TX 78063	