

Bear Springs Trails Water Supply Corporation Meeting Minutes

BSTWSC Regular Board Meeting			
7.10.2017		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	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		
	Carl Schuman, Technical Advisor; c.schumann@sbcglobal.net; 210-854-5832		
	Clifton Tierney, Member		
	Kathy Weidler, Member		
	Ray Nolan, Member and BSTOA President		
	Dave Ketterer, Member		
Agenda			
Call to Order			
Roll Call and Quorum Determination			
Approval of June Meeting Minutes			
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. Vice President Andy Watson attended by phone. 4 of 5 Directors were present, therefore there was a quorum.			
The June meeting minutes were approved by acclamation.			
Action Items		Person Responsible	Deadline
Approved minutes to be posted to BSTWSC website		Flint Lemon	Within one week
Topic: Water System Operations and Concerns			
Presenter	Jan Serene and Andy Watson		
Key Points			
President Serene informed the board that the new pump was installed. Pressure adjustments had since been made. Friday 7 July, it was discovered that the new pump had been installed as the auxiliary pump rather than the main pump. This was switched as of Friday (the 7 th) and everyone is now believed to have good pressure.			
Member Kathy Weidler told the Board that it takes a significant amount of time (15 minutes) to get water to her bathroom, but she acknowledged that her home was situation high on the lot and her bathroom was a far distance from where the water entered the home. President Serene verified that Technical Advisor Carl Schuman checked Ms. Weidler's pressure at the meter the day before and it registered at 48 psi which was very close to the 50 psi standard for the BSTWSC water system. President Serene noted that the State standard is 35 psi. President Serene recommended that Ms. Weidler have a plumber out to investigate because this was not likely to be an issue with the water system since she was getting 48 psi at the meter.			
The Board and members briefly discussed water pressure readings throughout the system, sharing the various readings over a number of days. Member Clifton Tierney asked if the Board intended to try to maintain a water system standard pressure of 50 psi even as new customers were added, and received confirmation that that was the Board's intention.			

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Member David Ketterer inquired as to why the Board believed that the water system was built to adequately support 75 homes. President Serene responded that the information came from the previous water company, but that this did not mean that 75 homes would have a standard of 50 psi. Member Ketterer stated that the community had not had pressure problems until more homes were built and customers came on line. He believe that in addition to pressure, volume was also an issue. He further argued that the configuration of the water system (not being a closed loop) contributed to the problem. Member Ketterer requested that an engineering analysis of the water system be conducted to ensure that the system remains adequate to support the maximum number of future water customers (50-55 customers). The Board agreed to look into having a water system analysis done, and to continue to monitor the system as new customers were added.

President Serene notified the Board that BSTWSC had received a chlorine monitoring violation because the water operator failed to file the required report. President Serene indicated that the testing had been done and fell within standards, but the 1st Quarter Chlorine Monitoring report was not filed. The water operator has since provided the report to TCEQ.

President Serene notified the Board that our current water operator had submitted his resignation since he was getting out of the water operator business. Vice President Watson was currently searching for a replacement. The current water operator agreed to continue providing his services until the replacement was found.

Action Items	Person Responsible	Deadline
Investigate the feasibility of having a water system analysis done to ensure adequate water for up to 50-55 homes. (60 lots in subdivision)	Andy Watson	Before next meeting
Send water customers notification of TCEQ chlorine monitoring violation.	Jan Serene	Before next meeting
Request to the water operator to return the T-handle used to flush the water system.	Andy Watson	Before next meeting
Conduct search for new water operator.	Andy Watson	Before next meeting.

Topic: BSTWSC Treasurer's Report

Presenter	Jan Serene
Key Points	
BSTWSC account balance as of the 6 th of July is \$9,420.25 and reflects having made the payment for the new pump.	
The new flat rate of \$65.00 has gone into effect. This should generate an additional \$542.00 per month of income. The Board's current intention is to reach a level of \$20,000.00-\$25,000.00 in reserves.	

Action Items	Person Responsible	Deadline
File for tax exempt status.	Jan Serene	Before tax deadline

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.	
President Serene and Technical Advisor Carl Schuman reminded the Board of pending tests: Regular water sample test scheduled for Wednesday July 12 th and Lead and Copper testing would be due 30 September.	

Action Items	Person Responsible	Deadline
NTR	N/A	N/A

Topic: Calendar Update

Presenter	Jan Serene
Next Meeting	Regular Meeting: 14 August 2017 at 7:00 p.m. at 997 Bear Springs Trail, Pipe Creek, TX 78063