

Bear Springs Trails Water Supply Corporation Meeting Minutes

BSTWSC Regular Board Meeting			
6.12.2017		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		
	Flint Lemon, Director & IT Technical Advisor; flint-claudio@att.net; 830-446-9444		
	Carl Schuman, Technical Advisor; c.schumann@sbcglobal.net; 210-854-5832		
	Clifton Tierney, Member		
Agenda			
Call to Order			
Roll Call and Quorum Determination			
Approval of May and Annual 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. Vice President Andy Watson attended by phone. 4 of 5 Directors were present, therefore there was a quorum.			
The May meeting and Annual meeting minutes were approved.			
Action Items		Person Responsible	Deadline
Approved minutes to be posted to BSTWSC website		Flint Lemon	Within one week
Topic: TCEQ 3-Year Inspection Update			
Presenter	Jan Serene		
Key Points			
TCEQ accepted the inspection of the two tanks, and BSTWSC received a release for its last outstanding item. This closes out the inspection.			
Action Items		Person Responsible	Deadline
Remove this item from next month's agenda.		Karla Seale	Before next meeting
Topic: Water System Operations and Concerns			
Presenter	Jan Serene and Andy Watson		
Key Points			
President Serene informed the board that the new pump was expected to be installed this week. He further stated that he would notify customers when it was scheduled. He did not anticipate a water outage during installation.			
Technical Advisor Carl Schuman notified the Board that the chlorine line from the chlorine tank to the water system had come undone. Director Flint Lemon, Technical Carl Schuman, and BSTOA President and Member Ray Nolan have already repaired the line.			
Someone (possibly Aquatech) left a grease gun in the pump house. The water operator thanked President Serene indicating the gun's helpfulness/usefulness.			

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Director Flint Lemon asked the board to discuss an unacceptable quality repair work recently performed by Aquatech. To emphasize his point, Director Lemon indicated that the newly installed stainless steel fittings leak. While not a major leak, it is significant enough to leave the concrete underneath continuously wet. The Board agreed to have Aquatech fix the leak when they install the new pump.		
Director Flint Lemon asked Vice President Andy Watson to explain the advantages of the new style (vertical) of pump being installed. President Serene and Vice President Watson indicated that the vertical pump was capable of generating higher PSI (200-250 psi) than the current style (104 psi). This newer pump will not have to work at its highest maximum capability (unlike the old) which is expected to help lengthen its life as compared to the old. Director Lemon then asked if the combination of the pumps and the pressure tank were what maintained water system pressure, and if there was anything that could be done with the pressure tank to raise overall water system pressure. He was informed by Vice President Watson that the pressure tank only has an air bladder which helps to push increased water pressure thereby limiting the amount of time the pumps have to run. The new pump is what will allow for higher pressures in the water system. The new pump will be initially set at 105 psi. Feedback from water customers will drive subsequent incremental increases until an acceptable pressure is reached. There will be no changes in the pressure tank pressure settings. Vice President Watson reminded the Board that even with higher pressure at the pump house, those customers with higher elevation at their home sites will continue to have lower pressure due to gravity effects. (They lose approximately ½ of a psi per foot.) The board will need to monitor pressure increases to ensure an optimum balanced pressure range for all water customers across the community. President Serene and Vice President Watson also indicated that a second vertical pump would be purchased at a later date when funds were readily available to do so. This would replace the remaining original / old pump.		
Action Items	Person Responsible	Deadline
Confirm that stainless steel fitting leaks are repaired when the new pump is installed.	Andy Watson	Within the week
Monitor system water pressure across the community once new pump is installed.	Jan Serene and Carl Schuman	Once pump is installed
Topic: BSTWSC Treasurer's Report		
Presenter	Jan Serene	
Key Points		
BSTWSC account balance as of the end of May is \$14,889.37 and reflects the repair reimbursement from BSTOA.		
The new pump will cost approximately \$4-5,000.00. We currently have a \$1,000.00 pump credit with Aquatech. Note: No new electrical work will be needed for installation of the new pump because it is compatible with the existing pump/system.		
Action Items	Person Responsible	Deadline
There are no actions of this topic.	N/A	N/A
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.		
Technical Advisor Carl Schuman indicated that he had asked the water operator to repair an existing leak at the Holland's meter and the meter cover needs to be put back in place.		
Secretary Karla Seale inquired if the additional flushes were ever performed. Vice President Watson indicated that he had been unsuccessful in reaching the water operator and did not know.		
Director Flint Lemon inquired as to the responsibilities of the water operator. President Serene and Vice President Watson indicated that the water operator was responsible for monitoring the system, checking chlorine levels, State testing/reporting as to water quality, flushing the system, etc. He was not responsible for mechanical repairs.		
President Serene indicated for those interested that there will be a drinking water conference August 8 th and 9 th in Austin, Texas. It is a free two-day seminar related to operating a public drinking water system in Texas.		
President Serene inquired of the Board of any new sales/development in the subdivision. A brief speculative discussion ensued. He also indicated that the Lead/Copper sampling was due again (June 1 st to September 30 th .) He also indicated that he would be filing for tax exempt status and posting the consumer confidence report to the website once it was completed.		
Action Items	Person Responsible	Deadline
Contact water operator regarding Holland's leak at the meter and to check the status of the system flushes.	Andy Watson	Before end of the week
Topic: Calendar Update		
Presenter	Jan Serene	
Next Meeting	Regular Meeting: 10 July 2017 at 7:00 p.m. at 997 Bear Springs Trail, Pipe Creek, TX 78063	