

Bear Springs Trails Water Supply Corporation Meeting Minutes

BSTWSC Regular Board Meeting			
8.6.2018		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-claudio@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 July Regular 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. All five (5) Directors were present, therefore there was a quorum.			
The July regular board meeting minutes were approved by acclimation.			
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			
Pollution Control Services Report monthly results are as follows: July 25, 2018 sample test results showed chlorine residual levels at .82mg/l and coliform was absent, so within standards.			
Note: .2 to 1.0 milligram/liter is considered normal for chlorine residual levels.			
TCEQ sent a request to all water system providers to review their drought contingency plans and to file a drought report. Notice of implementation of stage 1 drought restrictions will be sent to water customers with the next monthly bill.			
Technical advisor Carl Schuman notified Vice President Andy Watson that a lot water meter connection possibly needed straightening or the customer might have trouble hooking up his water line to the connection. The water meter is already installed. The Board discussed that this should be the responsibility of the homeowner to resolve.			
President Serene notified VP Watson that a lot owner recently contacted the Board to have a new water meter installed. VP Watson indicated that we still had a new meter in stock for the installation, and that he would order additional one(s) for future requests.			
Technical Advisor Schuman notified the Board of a slow leak out of a header at the pump house, which appeared to have begun after the second vertical pump was installed. VP Watson added that while the new pump was installed, the electrical work (rewiring work from having to bypass the alternator when first vertical pump was installed) had not been completed either. VP Watson indicated that he would call Aquatech to have this resolved. Note: Now that both vertical pumps are installed, there is no need to bypass the alternator and the re-wiring to bring the alternator back on line needs to be completed.			

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Technical Advisor Schuman notified the Board that with the growth of the number of water customers for BSTWSC, it was taking significantly more time to read the water meters each month. After a brief Board discussion, VP Watson moved to increase the monthly water meter reading service fee to \$75.00. Board Member Flint Lemon seconded the motion. The Board voted unanimously to approve the increase to \$75.00 per month for water meter reading services.		
Decisions	Person Responsible for Motion	Board Vote
BSTWSC Board approved a rate increase to \$75.00 per month for water meter reading services effective next month (September 2018).	Andy Watson	5 – Yes 0 - No
Action Items	Person Responsible	Deadline
Contact Aquatech to have slow leak repaired and electrical re-wiring work completed.	Andy Watson	As soon as possible
Topic: BSTWSC Treasurer’s Report		
Presenter	Betty Serene	
Key Points		
BSTWSC account balance is \$19,286.72. The invoice for the new high pressure auxiliary pump installation has still not been received.		
Treasurer Betty Serene has requested help from Quick Books to resolve some recent issues which have prevented her from sending out the monthly invoice statements. She expected to resolve this by the end of tomorrow (7 August).		
Action Items	Person Responsible	Deadline
NTR	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 Schuman asked VP Watson if a water customer had contacted him regarding an ongoing issue with high water pressure. Evidently when the customer uses his on-demand hot water, the water heater blows a seal. VP Watson indicated that he had discussed the issue with the customer, and informed him that the water pressure in that part of the water system was probably 90 to 100 psi, and that he might need to replace his water pressure regulator.		
Action Items	Person Responsible	Deadline
Post the monthly Regular Board Meeting minutes on the Website	Flint Lemon	After Board approval
Topic: Calendar Update		
Presenter	Jan Serene	
Next Meeting	Regular Board of Directors Meeting: 10 September 2018 at 7:00 p.m. at 997 Bear Springs Trail, Pipe Creek, TX 78063.	