

Bear Springs Trails Water Supply Corporation Meeting Minutes

BSTWSC Regular Board Meeting			
6.11.2018		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		
	Carl Schuman, Technical Advisor; c.schumann@sbcglobal.net; 210-854-5832		
Agenda			
Call to Order			
Roll Call and Quorum Determination			
Approval of May Annual and 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. Four (4) of the five (5) Directors were present, therefore there was a quorum. Note: Director Flint Lemon was not in attendance.			
The May Annual meeting minutes and the May regular board 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			
P. Serene inquired if the new auxiliary pump had been installed. VP Watson indicated that it had been, but that the stainless steel replacement work was still to be done. VP Watson also believed that the alternator was back online, but he would confirm that fact.			
P. Serene notified the Board that he had received a letter and findings report of a complaint investigation conducted by TCEQ which he subsequently read to the Board. In summary, the TCEQ San Antonio Region received a complaint on 28 March 2018 that the water system had experienced 9 outages over the last 9 months with low water pressure and now had too much pressure with sediment. The complainant also indicated concern with management and administration of the water system. The complaint was assigned and evaluated by an Environmental Investigator. No violations were being alleged by TCEQ as a result of the investigation. (i.e. No Notice Of Violation (NOV)/Notice Of Enforcement (NOE) was issued). The investigation has been closed. Note: TCEQ informed the complainant that any issues related to BSTWSC financial matters would not be handled by TCEQ and referred them to the Public Utility Commission (PUC). BSTWSC has not been contacted by PUC in relation to any financial or management/administration concerns.			
The Board briefly discussed for general Board awareness purposes the water operator's responsibility to maintain records of the monthly flushing of the water system. It was the Board's understanding that these were still occurring monthly and records were being kept.			
Pollution Control Services Report monthly results are as follows: May 21, 2018 sample test results showed chlorine residual levels at .65mg/l and coliform was absent, so within standards.			
Note: .2 to 1.0 milligram/liter is considered normal for chlorine residual levels.			

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While doing research for the Consumer Confidence Report, P Serene discovered information that the Bear Springs Trail Water Supply Corporation well had been drilled November 13, 2000 and has a well depth of 540 feet.		
Action Items	Person Responsible	Deadline
Confirm that the alternator for the pump house pumps was back online.	Andy Watson	As soon as possible
Post Consumer Confidence Report when completed by President Serene.	Flint Lemon	Before end of June 2018
Send notice and copy to TCEQ of Consumer Confidence Report completion and notification to customers of posting to BSTWSC website.	Jan Serene	Before end of June 2018
Topic: BSTWSC Treasurer’s Report		
Presenter	Betty Serene	
Key Points		
BSTWSC account balance is \$17,674.71 as of 11 June 2018. The cost estimate for the new high pressure auxiliary pump is \$3,215.14.		
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		
NTR		
Action Items	Person Responsible	Deadline
Mark pipe depth gauge (rod and float) in anticipation of TCEQ 3-year investigation.	Andy Watson	At earliest convenience
Post tax exempt application package on BSTWSC website	Flint Lemon	At earliest convenience
Topic: Calendar Update		
Presenter	Jan Serene	
Next Meeting	Regular Board of Directors Meeting: 9 July 2018 at 7:00 p.m. at 997 Bear Springs Trail, Pipe Creek, TX 78063.	