

## Bear Springs Trails Water Supply Corporation Meeting Minutes

| BSTWSC Regular Board Meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                      |                    |                                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|--------------------|-----------------------------------------------|
| 12-9-19                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                      | 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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Flint Lemon, Secretary                                                               |                    |                                               |
| Attendees:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Jan Serene, President; jan.serene@att.net 830-510-4282                               |                    |                                               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Andy Watson, Vice President; awatson@vaughnconstruction.com 281-831-4489 (called in) |                    |                                               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Betty Serene, Treasurer; betty.serene@att.net 830-510-4284                           |                    |                                               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Flint Lemon, Secretary, flint_claudia@att.net 830-446-9444                           |                    |                                               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Carl Schuman, Board Member; c.schumann@sbcglobal.net 210-854-5832                    |                    |                                               |
| Agenda                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                      |                    |                                               |
| Call to Order                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                      |                    |                                               |
| Roll Call and Quorum Determination                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                      |                    |                                               |
| Approval of November Directors 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, Selection of Officers, and Approval of Previous Meeting Minutes                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                      |                    |                                               |
| Presenter                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Jan Serene                                                                           |                    |                                               |
| Key Points                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                      |                    |                                               |
| All individuals listed as attendees above were present. All Directors were present.                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                      |                    |                                               |
| The November Meeting Minutes were approved by acclamation.                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                      |                    |                                               |
| Action Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                      | Person Responsible | Deadline                                      |
| Post approved BSTWSC meeting minutes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                      | Flint Lemon        | Before next regular meeting                   |
| Topic: Water System Operations and Concerns                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                      |                    |                                               |
| Presenter                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Jan Serene                                                                           |                    |                                               |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                      |                    |                                               |
| Key Points                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                      |                    |                                               |
| <p>Jan Serene reported that on 15 November 2019 he had received a letter from TCEQ stating that all the technical requirements had been cleared from the 3 year Inspection done in September 2018.</p> <p>Andy Watson was asked to check with the water operator to see when the lead and copper tests were due and when the monthly system flushing was being performed.</p> <p>Flint Lemon was elected as the new Secretary and Carl Schuman as a Board Member to backfill David Ketterer due to his departure.</p> |                                                                                      |                    |                                               |
| Water system testing results are as follows:                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                      |                    |                                               |
| <p>The following water system microbial testing was performed on November 21, 2019. In cycle testing results are as follows:</p> <p>Chlorine residual level at .87 mg/l and absent coliform.</p>                                                                                                                                                                                                                                                                                                                      |                                                                                      |                    |                                               |
| Note: .2 to 1.0 milligram/liter is considered normal for chlorine residual levels.                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                      |                    |                                               |
| Action Items                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                      | Person Responsible | Deadline                                      |
| Report of violation to members                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                      | Jan Serene         | 09/30/2020                                    |

## Bear Springs Trails Water Supply Corporation Meeting Minutes

| Topic: BSTWSC Treasurer's Report      |                                                                                                |          |
|---------------------------------------|------------------------------------------------------------------------------------------------|----------|
| Presenter                             | Betty Serene                                                                                   |          |
| Key Points                            |                                                                                                |          |
| BSTWSC account balance is \$28,013.26 |                                                                                                |          |
|                                       |                                                                                                |          |
| Action Items                          | Person Responsible                                                                             | Deadline |
| None                                  |                                                                                                |          |
| Topic: Calendar Update                |                                                                                                |          |
| Presenter                             | Jan Serene                                                                                     |          |
| Next Meeting                          | Regular Meeting: January 13, 2020 at 7:00 p.m. at 997 Bear Springs Trail, Pipe Creek, TX 78063 |          |