

Bear Springs Trails Water Supply Corporation Meeting Minutes

BSTWSC Monthly Board Meeting		
Date/Time: 4/11/2022 7:00PM		Location: 997 Bear Springs Trail, 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 830-688-2180	
	Andy Watson, Vice President; awatson@vaughnconstruction.com 281-831-4489	
	Betty Serene, Treasurer; betty.serene@att.net 703-371-8839	
	Flint Lemon, Secretary; flintandclaudia@gmail.com 830-446-9444	
	Duke Todd, Director; DUKTD@hotmail.com 281-414-6717	
AGENDA		
Call to Order		
Roll Call and Quorum Determination		
Approval of the March 2022 Directors Meeting Minutes		
Water System Operations and Concerns - Planning for the Annual Meeting - Update on backup Generator		
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: - Roll call was performed and determination was made that there was a quorum. - The March Director’s meeting minutes were approved.		
Action Items:	Person Responsible	Deadline
Post meeting minutes to web site.	Flint Lemon	May 2022
Topic: Water System Operations and Concerns		
Presenter: Jan Serene		
Key Points: - Mr. Serene briefed the following status of the backup generator: - o Propane tank has been filled - o Vendor performed an operational check of the generator and deemed the generator is now fully operational - Discussion was held on the required maintenance of the generator - o Mr. Watson stated he would contact the vendor and find out what the required maintenance is and if the vendor offers a maintenance plan.		
Action Items:	Person Responsible	Deadline
Mr. Watson to contact generator vendor and inquire about a maintenance plan and quote for plan.	Mr. Serene	June 2022
Presenter: Jan Serene		

Key Points:

- Directors reviewed and approved the Annual meeting slides that Mr. Serene had prepared.

Action Items:	Person Responsible	Deadline
Mr. Lemon to post slides to web.	Mr. Lemon	April 2022

Presenter: Jan Serene**Key Points:**

- Mr. Serene briefed that the water operator had received notice from TCEQ that they would be performing the 3 year inspection between 6-9 May.
- Mr. Todd informed the directors that he had contacted the water operator regarding the level of chlorine in the chlorine tank. The water operator stated that he had just filled the tank the week before (Thursday). The water operator stated he would come and fill the tank and check for any leakage.
- Mr. Serene informed the directors that the water operator was going to complete the required backflow inspections by the end of the month.
- The following Water system testing was performed:
 - o Microbial Testing
 - March 25 2022 – Chlorine residual level at 1.0 mg/l and absent coliform

Note: .2 to 1.0 milligram/liter is considered normal for chlorine residual levels.

Action Items:	Person Responsible	Deadline
NONE		

Topic: BSTWSC Treasurer's Report**Presenter: Betty Serene****Key Points:**

- Ms. Serene briefed the current BSTWSC account balance: \$30,335.95

Action Items:	Person Responsible	Deadline
NONE		

Topic: Open Forum for Visitor's Suggestions, Proposals, and Grievances**Presenter: Jan Serene****Key Points:**

- Mr. Serene briefed that he had received a call from a customer that they were having water pressure issues. Mr. Serene asked Mr. Watson if he could check the water pressure at the customers' meter.

Action Items:	Person Responsible	Deadline
Check pressure at customers meter.	Mr. Watson	May 2022

Topic: Calendar & Follow-Up Actions**Presenter: Jan Serene****Key Points:**

- Next regular meeting:

May 9, 2022 @ 7:00 pm Location: 997 Bear Springs Trail, Pipe Creek, TX 78063

Action Items:	Person Responsible	Deadline
NONE		

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