

Bear Springs Trails Water Supply Corporation Meeting Minutes

BSTWSC Monthly Board Meeting		
Date/Time: 11/14/2022 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 September and October 2022 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, 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 September and October Director’s meeting minutes were approved.		
Action Items:	Person Responsible	Deadline
Post meeting minutes to website.	Mr. Lemon	Nov 2022
Topic: Water System Operations and Concerns		
Presenter: Jan Serene		
Key Points:		
- Mr. Serene briefed that he had received the renewal notice for the website domain. All agreed to renew the domain for 5 years as it was the best per year cost. - Mr. Serene briefed that he continues to monitor water usage and that the highest user has been trending down each month. - Mr. Serene briefed that the following water tests had been performed: - o Microbial Testing ▪ 26 October 2022 – Chlorine residual level at .98 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		
Presenter: Andy Watson/Duke Todd		
Key Points:		

- Mr. Todd briefed that there had been a small leak on a coupling to pump #2. He and the water operator had been able to fix the leak. Mr. Todd recommends that the coupling on the high side of the pump be replaced with a stainless steel coupling. He feels that this will prevent the leak from occurring in the future. All directors agreed that the couplings be replaced.
- Mr. Todd briefed that there was still a slow leak on Pump #1. Mr. Watson stated that he had tried to contact the vendor that had rebuilt the pump but they had not responded to date. Mr. Todd talked to the water operator about the leak and he stated that he may be able to fix the leak. The pump is currently not being used but can be if needed.
- Mr. Todd briefed that the chlorinator line from the pump had a small leak. He stated that he would be able to fix the leak.
- Mr. Todd briefed that he wasn't sure that the water leak sensor in the pump house was working. He asked Mr. Lemon to assist him in troubleshooting the sensor. Mr. Lemon and Mr. Todd agreed to meet at the pump house to troubleshoot.

Action Items:	Person Responsible	Deadline
- Research replacing pump couplings with stainless steel couplings	Mr. Todd	November 2022
- Contact water operator regarding leak on Pump #1	Mr. Todd	November 2022
- Troubleshoot water leak sensor	Mr. Todd/Mr. Lemon	November 2022

Topic: BSTWSC Treasurer's Report

Presenter: Betty Serene

Key Points:

- Ms. Serene briefed the current BSTWSC account balance: \$13,492.67

Action Items:	Person Responsible	Deadline
NONE		

Topic: Open Forum for Visitor's Suggestions, Proposals, and Grievances

Presenter: Jan Serene

Key Points:

- None

Action Items:	Person Responsible	Deadline
NONE		

Topic: Calendar & Follow-Up Actions

Presenter: Jan Serene

Key Points:

- Next regular meeting:

December 12, 2022 @ 7:00 pm Location: 997 Bear Springs Trail, Pipe Creek, TX 78063

Action Items:	Person Responsible	Deadline
NONE		