

Bear Springs Trails Water Supply Corporation Meeting Minutes

BSTWSC Monthly Board Meeting		
Date/Time: 8/14/2023 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	
	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	
	Andy Watson, Vice President; awatson@vaughnconstruction.com 281-831-4489	
AGENDA		
Call to Order		
Roll Call and Quorum Determination		
Approval of the July 2023 Directors Meeting Minutes		
Water System Operations and Concerns - Proposal to join Texas Water/Wastewater Agency Response Network - Report on 2023 TCEQ Public Drinking Water Conference - Repair to pump house Access Road - Drought restrictions		
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 July 2023 Director’s meeting minutes were approved.		
Action Items:	Person Responsible	Deadline
Post meeting minutes to website.	Mr. Lemon	August 2023
Topic: Water System Operations and Concerns		
Presenter: Jan Serene		
Key Points: - Mr. Serene reported that he had attended the TCEQ Annual Drinking Water Conference and had attended several seminars: - o Texas Water Response Network: Mr. Serene briefed the Directors that this network provided assistance to water utilities in need. It provided the assistance by pooling resources of water utilities in the network such as manpower and supplies and then utilized those resources to provide aid when needed. ▪ After some discussion all directors agreed to sign up for the Network. - o Loans: This seminar discussed available loans for water utilities. These loans can take up to 2 years to get and do provide financial assistance to utilities at low interest rates. - o Ground Water Investigations: Mr. Serene briefed that during this seminar he learned that there are several checks that should be done and would be checking with the water operator to see if they were being performed; ▪ Logging the water usage on a weekly basis		

- Dead ends should be flushed on a monthly basis
 - There was some discussion on the location of all the Dead ends
 - The meter on the well should be calibrated every 3 years
 - Chlorine that is added to the water should be done at the storage tank
 - Mr. Todd and Mr. Watson stated that the chlorine was added to the water as it entered the storage tank.
- Mr. Serene briefed that the following water tests had been performed:
- Microbial Testing
 - 26 July 2023 – Chlorine residual level at .75 mg/l and absent coliform
- Note: .2 to 1.0 milligram/liter is considered normal for chlorine residual levels.
- Mr. Serene brought up that the access road to the well house needed to be graded. He offered to supply some excess dirt and rock he had. Mr. Lemon offered to use his tractor to repair the road and would do it when he had a chance.
- Mr. Serene briefed the current drought restrictions and that he had sent out texts to inform and remind customers of the restrictions. He stated that he continued to monitor customer's water usage, July's usage was not good. He stated that he would continue to monitor and send out notices to customers if usage does not improve.
- Mr. Duke/Mr. Watson briefed that they had replaced the circuit breaker that kept tripping. The breaker still trips so the next step is to replace the wire from the breaker to the motor to see if that would resolve the issue.

Action Items:	Person Responsible	Deadline
- Sign up for the Texas Water Response Network	Mr. Serene	Oct 2023
- Repair of road to Well house	Mr. Lemon	Oct 2023
- Monitor water usage	Mr. Serene	Aug 2023
- Replace wire from breaker to motor	Mr. Todd/Mr. Watson	Oct 2023

Topic: BSTWSC Treasurer's Report

Presenter: Betty Serene

Key Points:

- Ms. Serene briefed the current BSTWSC account balance: \$18,246.49

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:

September 11, 2023 @ 7:00 pm Location: 997 Bear Springs Trail, Pipe Creek, TX 78063

Action Items:	Person Responsible	Deadline
NONE		