

RUBY RANCH WATER SUPPLY CORPORATION

Meeting Minutes for November 13, 2014

Attendees: Joe Collins
Scott Christians
Thomas Doebner
Pat Dorsett
Dale Olmstead
Matt Scott
Steven Selger

Professional Consultants: Pat King (PGMS)
Carrol Campbell (PGMS)

Meeting opened for business at 7:05 pm.

1. Dale Olmstead called the meeting to order and determined a quorum had been established.
2. A motion was made by Joe Collins and seconded by Dale Olmstead to approve the minutes for the October 23, 2014 Regular Meeting. Motion carried 7-0.
3. Pat King provided the Board with the Monthly Water System Operational Report dated November 13, 2014. Paragraphs 4 through 17 herein highlight the major ops report items and other items discussed with PGMS.
4. Pat King stated two regular bacteriological samples taken from the distribution system for October, 2014, indicated no coliform organisms found.
5. Pat King stated one raw water monitoring sample was taken from Well's 1 - 4 to comply with the Source Water Trigger Monitoring requirements for the months of October, 2014.
6. Pat King stated there have been no additional complaints received about chlorine smell in the water.
7. Pat King stated raw water samples continue to be taken from all wells on a monthly basis and will continue until December 2014.
8. Pat King stated PGMS had been contacted by TCEQ the week of October 13, 2014, to respond to questions about the 4-log virus disinfection treatment. PGMS has been informed that a letter from TCEQ is forthcoming.

Ruby Ranch Water Supply Corporation
Meeting Minutes
November 13, 2014

9. Pat King stated PGMS continues to change out meters that read over 1 million gallons of usage. Five meters are scheduled for replacement.
10. PGMS continues to review the RRWSC Tariff and anticipates bringing forth recommendations before the end of the year.
11. Pat King stated Well No. 5 continues to be out of service. The new pump and motor have been installed, but are still waiting for the completion of electrical work and water sampling before putting system on-line.
12. The Board discussed the November 9th problem with loss of water service from Plant No. 1 due to an electrical issue. PGMS provided a temporary repair that day and final repairs were made on November 10th. System is now functioning properly.
13. Thomas Doebner requested Pat King contact D & H Services to provide the annual inspection of the tanks. The Board would like D & H Services to check the pressure tank and the ground storage tank at Plant No. 2 and remove any settlement that may be found in the storage tank.
14. Thomas Doebner requested Pat King to have PGMS inspect the clay valves at Plant No. 2 to be sure they are wrapped and winterized.
15. The Board continued discussions regarding procedures for accepting credit card payment online for customer's water bills. Carrol Campbell of PGMS reviewed the procedures and fees that may be required and stated that the credit card processor PGMS uses is Elavon. He provided the Board with the Elavon Application form for a Merchant Account. A motion was made by Thomas Doebner and seconded by Joe Collins to have PGMS begin the application process in order to enable RRWSC the ability to accept credit card payments online. Motion carried 7-0.
16. Pat King informed the Board a number of customers were not charged for the Alarm Stage Drought Surcharge last month due to a PGMS clerical error. Pat will send out individual letters to those customers for the additional payment.
17. Dale Olmstead requested PGMS to analyze the fault data from Well No. 5 to determine the cause of the pump and motor failure.
18. Dale Olmstead informed the Board BSEACD continues to declare Alarm Stage 2 drought status and the Lovelady well water levels continue to drop.
19. Thomas Doebner presented the October 2014 Income and Expense Report. Thomas stated the Corporation is in good financial position. Thomas also presented the 2014 Monthly Well Pumpage data for each well.

Ruby Ranch Water Supply Corporation
Meeting Minutes
November 13, 2014

20. The Board discussed the utilization of “Neighbor Next Door” as a possible communication method. It was decided not to formally use this communication method.

21. The Board discussed revisions to RRWSC procedure for Annual Meetings. A motion was made by Dale Olmstead and seconded by Matt Scott to adopt the Order of the Board of Directors Amending Ruby Ranch Water Supply Corporation’s Procedures for Conducting Annual or Special Membership Meetings. Motion carried 7-0. Dale Olmstead will send the new document to Scott Christians to have it placed on the RRWSC web site.

22. The Board agreed to have the Annual Meeting held on April 9, 2015 at the Ruby Ranch Lodge. Steve Selger will contact Madeline to confirm the use of the lodge on that date.

23. The next regular Board meeting will be held on January 15, 2015, 7:00 pm at Matt Scott’s residence, 1636 Ruby Ranch Road.

24. A motion was made by Thomas Doebner and seconded by Joe Collins to adjourn. Motion carried 7-0 and the meeting was adjourned at 9:25 pm.

Respectfully submitted,

Steven Selger, Secretary