

RUBY RANCH WATER SUPPLY CORPORATION

Meeting Minutes for May 15, 2014

Attendees: Joe Collins
Scott Christians
Thomas Doebner
Dale Olmstead
Matt Scott
Steven Selger
David Smith

Professional Consultant: Pat King (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 David Smith and seconded by Matt Scott to approve the minutes for the April 10, 2014 Regular Meeting. Motion carried 7-0.
3. A motion was made by David Smith and seconded by Matt Scott to approve the minutes for the April 10, 2014 Annual Meeting. Motion carried 7-0.
4. The Board agreed to have the Rate Schedule Comparison Graph, prepared by Dale Olmstead, placed on the RRWSC web site.
5. The Board continued discussion relating to the replacement of the pump and motor to Well #4 by W&L and the possible offset in cost to these repairs. Pat King stated he had received a letter from W&L dated May 15, 2014 along with a check for \$1,300 which represented a return of half of the original labor to install the pump and motor. The Board felt this was an insufficient amount of return and directed Pat King to continue negotiations with W&L.
6. Pat King stated he planned to discuss the Consumer Confidence Report at the next meeting.
7. Pat King provided the Board with the Monthly Water System Operational Report dated May 15, 2014. Paragraphs 7 thru 15 herein highlight the major ops report items discussed. He stated the April water loss was 8.88%.

Ruby Ranch Water Supply Corporation
Meeting Minutes
May 15, 2014

8. Pat King stated the two regular bacteriological samples taken from the distribution system during the month of April 2014, indicated no coliform organisms found.
9. Pat King stated one raw water monitoring sample was taken from Well's 1-4 (Well No. 5 was out of service at the time) to comply with the Source Water Trigger Monitoring requirements.
10. Pat King continued the discussion of chlorine usage at Plant No. 2. PGMS flushed the system at several locations on Richards Drive and Ruby Ranch Road to verify C12 residual levels. The residual was found to be over 2.0 mg/L, whereas the target chlorine residual at Plant No. 2 was between 1.0 – 2.0 mg/L. The flushing continued until the water was clear and odorless. He stated they turned the chlorinator down at Plant No. 2.
11. Pat King stated his field crew had been briefed on good housekeeping practices at both Plant No. 1 and No. 2. He requested the Board provide PGMS with any clean-up concerns they may have which will get prompt remedial action.
12. Pat King stated Well No. 5 is back in operation and is being used to blend with Well No. 4. The trend of iron content from Well No. 5 has been very favorable since the chemical treatment was applied.
13. Pat King replaced approximately 6 meters registering over 1,000,000 gallons last month and will continue to change out meters as they reach this amount of usage.
14. Pat King stated the discharge meter at Well No. 5 has been replaced with the new sonic read meter. He stated the meter is working properly.
15. Pat King provided the Board with a Well Level and Production Report with the last readings taken May 14, 2014, directly after a 2-3 inch rain event.
16. Dale Olmstead asked Pat King about a March 26, 2014 letter from TCEQ, relative to water monitoring violation notice on September 20, 2013. Pat thinks this has been addressed, but will follow-up.
17. Thomas Doebner requested Pat King provide him financial reports more promptly so any potential errors can be corrected before the monthly books are closed..
18. Thomas Doebner questioned Pat King on procedures being followed by PGMS regarding past due accounts. The Board expressed a desire for PGMS to not allow accounts to become seriously past due. Pat will review past due procedures and report back to the Board.

Ruby Ranch Water Supply Corporation
Meeting Minutes
May 15, 2014

19. Thomas Doebner questioned Pat King on a \$1,600 bill to fix a water leak along Creekside Drive. Pat stated the leak was under a transformer and required two tractors to fix the leak.

20. Dale Olmstead asked Pat King the availability of customer payment by credit card. Pat King stated a Merchant Account must be set up by RRWSC to begin the process. Pat King will investigate this further and report to the Board.

21. Dale Olmstead stated BSEACD has declared Alarm Stage Drought and customers have been notified in their last month's billings. The Alarm Stage Drought surcharge will begin after the next meter reading and billing period.

22. Dale Olmstead stated Engineer Clarence Littlefield of SWE has not retired, he is still in business in case RRWSC needs engineering services in the future.

23. Thomas Doebner presented the April 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.

24. Dale Olmstead stated the second silicone treatment at Well No. 5 was successful and the well is producing properly.

25. The Board discussed the canvassing of the annual elections. A motion was made by Dale Olmstead and seconded by David Smith that 79 legal ballots had been cast with no discrepancies found and the results (Steve Selger – 67 votes, Dale Olmstead – 64 votes, Joe Collins – 58 votes and Sonny Hollub – 39 votes are elected) are deemed final. Motion carried 7-0.

26. Dale Olmstead informed the Board Sonny Hollub has submitted his resignation and there is now a Board vacancy. A motion was made by Dale Olmstead and seconded by Thomas Doebner to appoint Pat Dorsett to fill this Board position. Motion carried 6-0.

27. The Board continued discussions from the previous meeting regarding options to either repair or replace the small tank at Plant No. 1. David Smith and Joe Collins presented options of fiberglass or bolted metal tanks. It was determined that the overall cost of installing a new tank, either fiberglass or metal, after preparation of engineering documents and TCEQ approval would be rather extensive, leading the Board to pursue the option of having the existing tank sandblasted, scaled and recoated by D & H Services. The Board agreed to have the pressure tank repaired at the same time. The Board requested PGMS get a more detailed tank repair plan from D& H Services because the Board agreed to have Clarence Littlefield review the proposal from D & H Services.

Ruby Ranch Water Supply Corporation

Meeting Minutes

May 15, 2014

28. The Board discussed the proposed Ruby Ranch HOA Board recommendations for resurfacing the roads. Based upon input from Clarence Littlefield it was determined the products being considered did not seem to be environmentally detrimental to our water supply if properly handled.

29. The Board discussed election of officers for the Board. A motion was made by Joe Collins and seconded by Thomas Doebner to appoint Dale Olmstead president. Motion carried 5-0. A motion was made by Thomas Doebner and seconded by David Smith to appoint Steve Selger secretary. Motion carried 5-0. A motion was made by Joe Collins and seconded by Matt Scott to appoint Thomas Doebner treasurer. Motion carried 5-0. A motion was made by Joe Collins and seconded by David Smith to appoint Matt Scott vice-president. Motion carried 5-0.

30. A motion was made by Thomas Doebner and seconded by David Smith to have the meeting agenda, meeting minutes and monthly well pumpage report placed on the RRWSC web site. Motion carried 6-0. Format will be discussed at the next meeting.

31. The next regular Board meeting will be held on June 12, 2014, 7:00 pm at the Scott Follett Conference Center, 380 East Bartlett Drive.

32. A motion was made by Joe Collins and seconded by Dale Olmstead to adjourn. Motion carried 6-0 and the meeting was adjourned at 10:45 pm.

Respectfully submitted,

Steven Selger, Secretary