

# RUBY RANCH WATER SUPPLY CORPORATION

## Meeting Minutes for June 12, 2014

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

Professional Consultant: Pat King (PGMS)

Meeting opened for business at 7:00 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 David Smith to approve the minutes for the May 15, 2014 Regular Meeting. Motion carried 6-0 with Pat Dorsett abstaining.
3. Dale Olmstead stated BSEACD continues to declare Alarm Stage drought status.
4. Pat King provided the Board with the Monthly Water System Operational Report dated June 12, 2014. Paragraphs 5 through 13 herein highlight the major ops report items discussed. He stated the April water loss was 3.2%.
5. Pat King stated the two regular bacteriological samples taken from the distribution system during the month of May 2014, indicated no coliform organisms found.
6. Pat King stated one raw water monitoring sample was taken from Well's 1-5 to comply with the Source Water Trigger Monitoring requirements.
7. Pat King and the Board continued discussions of procedures being followed by PGMS regarding past due accounts. Pat felt the current RRWSC Tariff is consistent with other water purveyors and is the standard operating procedures (SOP) followed by PGMS. As part of PGMS SOP, if a member contacts the office to acknowledge their late water payment, PGMS will evaluate the circumstance and work with the individual to meet their needs to the extent possible. An evaluation is made of the member's account to determine the extent of payment terms offered.

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8. Pat King provided the Board with a draft Consumer Confidence Report for review. The Board recommended some minor changes which Pat will make. Dale Olmstead will review the final draft before it is sent out to the membership with next month's billings on or about July 1, 2014.

9. The Board discussed options available by PGMS for customer payment of water bills. Pat King was asked to research with his office if they have the ability to automatically draft a customer's account with the amount of their water bill. PGMS will create a "notice" explaining these options and present them to the Board at the next meeting. After the Board reviews and possibly approves this notice it could be included with a future bill as well as placed on the RRWSC web site.

10. Pat King stated D & H is scheduled to perform recoating of the pressure tank and rehabilitate the ground storage tank at Plant No. 1 on June 13 or 14, 2014. This work will be uninterrupted until completed, and is anticipated to take about two weeks. Plant No. 1 will be taken off-line during the performance of this work.

11. 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 has received a check for \$1,300 which represented a return of half of the original labor to install the pump and motor. Pat suggested that W&L perform additional monitoring of the well to possibly determine the reasons for the failures as a way to satisfy the warranty issue. The Board was agreeable to have additional monitoring, but requested W&L put their procedures in writing for review at the next meeting.

12. Dale Olmstead again 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, and will follow-up at the next meeting.

13. Pat King stated PGMS continues to wait for formal approval of the Source Water Monitoring Plan by TCEQ.

14. A motion was made by Thomas Doebner and seconded by Joe Collins authorizing Pat King to spend a not-to-exceed amount of \$18,000 for the work performed by D & H on the coating of the pressure tank and storage tank at Plant No. 1. Motion carried 7-0.

15. Thomas Doebner presented the May 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.

16. A motion was made by Thomas Doebner and seconded by David Smith to have the monthly RRWSC Income and Expense information placed on the RRWSC web site. Motion carried 6-1 with Dale Olmstead being opposed.

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17. The Board agreed to have RRWSC pre-registered under the PUC as required in the Texas 83<sup>rd</sup> Legislative Law. Contact name on the registration to be Thomas Doebner.
18. The Board discussed potential replacement of a Director upon leaving the community. It was agreed by the Board to find a replacement after final departure of that Director.
19. The next regular Board meeting will be held on August 14, 2014, 7:00 pm at the Scott Follett Conference Center, 380 East Bartlett Drive.
20. A motion was made by Matt Scott 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