

RUBY RANCH WATER SUPPLY CORPORATION  
Meeting Minutes for November 3, 2016

Attendees: Scott Christians  
Thomas Doebner  
Dale Olmstead  
Kevin Rodriguez  
Matt Scott  
Steven Selger

Absent: Joe Collins

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 Matt Scott and seconded by Kevin Rodriguez to approve the minutes for the September 8, 2016 Regular Meeting. Motion carried 6-0.
3. Pat King provided the Board with the Monthly Water System Operational Report dated November 3, 2016. Paragraphs 4 through 16 highlight the major operations report items and other items discussed with PGMS.
4. Pat King stated there was a 1.84% water loss for the month of September 2016 and a 5.93% water loss for the month of October 2016. Pat stated two regular bacteriological samples taken from the distribution system during September and October 2016 indicated no coliform organisms.
5. Pat King stated there are five residences that have not completed the backflow assembly testing. A third letter was issued on or about October 31, 2016 to prompt the members to complete the testing.
6. Pat King stated PGMS has issued letters to eleven members that do not currently have customer service inspections on file. PGMS has received one response to schedule the inspection. PGMS will follow up with those that have not responded with their goal to have all customer service inspections completed in November 2016.
7. Pat King stated PGMS has not received any communications from the customer at 440 Creekside. The account continues to be listed as past due.
8. Pat King stated Well No. 5 was placed back into operation on or about October 26, 2016 but was again taken off line due to electrical problems. These electrical problems are presently being investigated.

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9. Pat King stated PEC has collected data of electricity they provided to Plant No. 2 starting October 21<sup>st</sup> and ending October 31<sup>st</sup>, 2016. Voltage and current data was collected at 15 second intervals. PEC personnel reviewed this data and has concluded the voltage and amperage provided to the plant falls within the expected parameters. Additional communications with PEC may be necessary.

10. PGMS field crew has uploaded data from the Franklin Sub-monitor unit to Well No. 4 on or about September 29, 2016. This data has been provided to a Franklin Electric representative. Mr. Adam Schantz reviewed the data and indicated he was unable to draw any conclusions based on that information. Mr. Schantz noted that the power-up delay fault is typically caused by an overheat situation of the motor. This may be the result of multiple start attempts in a short period of time, mechanical drag on the pump, or lack of cooling flow past the motor. Mr. Schantz suggests PGMS contact the installing dealer to perform additional investigation.

11. Pat King stated Southwest Engineers have provided a quote to prepare a water distribution system map for an estimated amount of \$4,000, plus reimbursable expenses. Since KC Engineering prepared the original civil engineering drawings, PGMS has contacted that firm to see if they may still have the plans to possibly render a single page depicting the distribution system. KC Engineering is currently performing a search of its records.

12. Pat King stated everything is configured to be able to send out neighborhood notices. An insert was included with the last PGMS water bills to solicit email addresses from those that would like to be included with this email notification process. Scott Christians stated he has presently received 33 responses to this request. The Board identified Scott Christians to be the conduit between PGMS and RRWSC for the rapid communication of system problems to our members. PGMS was requested to inform Scott quickly about the report of a problem, status of work on the problem, and the closure of work on the problem.

13. Pat King stated a survey letter was sent out to the membership to see if there is interest in members to participate with an automatic bank draft to pay water bills. Presently there are 41 responses in favor of this payment method. The Board continued discussion and a motion was made by Dale Olmstead and seconded by Thomas Doebner to have RRWSC offer debit payment to all customers at no additional cost to its membership. Motion carried 6-0. Scott Christians also asked Pat King if water bills could be received on-line. Pat will check on this possibility.

14. Dale Olmstead requested Pat King check with Scott Follett to determine if there may be a second connection between Plant No. 1 and Plant No. 2 water systems from property owned by Mr. Follett.

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15. Thomas Doebner discussed with Pat King accounting issues regarding possible corrections to deposit numbers made by PGMS. Pat King will check.
16. The Board continued discussion of the electrical problems at Well No. 5. There presently is concern that the electrical output filter is not correct for the approximate well depth of 1,200 feet. Also there was discussion whether an output filter is actually necessary. Pat King will work with electrician Keith Seibert on the filter issue and also the PEC feed numbers.
17. Dale Olmstead informed the Board that Lovelady Well, which BSEACD uses to determine drought status, is 67 feet above drought stage.
18. Dale Olmstead stated the contract paperwork with PGMS has been updated to reflect the August, 2015 monthly increase in PGMS operating costs. The parties signed the updated document which will be disseminated electronically.
19. The Board continued its discussion of the ASR (Aquifer Storage & Recovery) proposal being initiated by BSEACD. Joe Vickers, Dale Olmstead and Thomas Doebner attended a meeting at BSEACD office on this issue. It was determined that TCEQ will be the agency that regulates this operation. TCEQ has released the ASR application form which must be submitted to obtain the permit approvals.
20. Dale Olmstead will take the responsibility of advertising the Service Extension Policy in our Tariff as required by law.
21. Thomas Deobner stated RRWSC had to purchase 800 feet of additional Boreline and clamps at a cost of \$2,610 for Alsay to complete the reinstallation of Well No. 5.
22. Thomas Doebner presented the 2016 Monthly Well Pumpage data for each well. Thomas also presented the 2016 Cash Flow Report through October 2016. Thomas stated the Corporation is in good financial position. Thomas also presented an ASR analysis he prepared to show possible water storage and usage numbers for a year of operation.
23. The Board discussed the existing perimeter fencing at the well and easement on East Bartlett. It was determined that this fencing is required by homeland security and cannot be removed.
24. The Board discussed possible dates for the annual meeting in April 2017. Steve Selger will investigate what dates are available at the Ruby Ranch lodge.
25. The next regular Board meeting will be held on Thursday, January 12, 2016, 7:00 pm at Thomas Doebner's residence, 871 Clark Cove.

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26. A motion was made by Dale Olmstead and seconded by Matt Scott to adjourn.  
Motion carried 6-0 and the meeting was adjourned at 9:55 pm.

Respectfully submitted,

Steven Selger, Secretary