

RUBY RANCH WATER SUPPLY CORPORATION
Meeting Minutes for February 13, 2020

Attendees: Thomas Doebner
Al Gmitter
Scott Nester
Dale Olmstead
Steven Selger
Joe Collins

Excused: Kevin Rodriguez

Professional Consultants:
Timothy Young (PGMS)

Public: None

Meeting opened for business at 7:05 pm

1. Steve Selger called the meeting to order and determined a quorum had been established.
2. A motion was made by Thomas Doebner and seconded by Joe Collins to approve the minutes for the December 12, 2019 Regular Meeting. Motion carried 5-0.
3. Timothy Young provided the Board with the Monthly Water System Operational Report dated February 13, 2020.
4. Timothy Young provided the Board with the monthly pumping report through January 2020. Tim reported that two regular bacteriological samples taken from the distribution system during December 2019 and January 2020 indicated no coliform organisms.
5. Tim stated the first BPAT certification request letters were mailed out to 77 customers known to have a testable backflow prevention device on June 4 2019. A second letter was mailed to affected customers on August 5, 2019. At this time all backflow devices have been tested within the last 12 months.
6. Meter Replacement Project from last reporting, 8 additional meter registering over one million gallons or have failed to register have been replaced. There are currently 12 meters at or above one million gallons. The project will continue as needed.
7. Tim stated Auto Debit Bill Pay Initiative program continues to work as planned. ACH payments were initiated on December 9th and January 8th with minimal issues; debits from 92 to 93 accounts respectively.
8. Tim stated the pending work list consisted of meter change-outs as they roll over 1 million.

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9. ASR Project. Well No. 4 was put into ASR injection mode on December 17th and injected 733,800 gallons. On or about January 17th, Keith Seibert found the well still would not start after programming the recently installed VFD. After programming, RRWSC called Glass Well Service to diagnose the issue. They also concluded that there was an issue down-hole and recommended to pull the pump and motor. On January 24th Glass Well Service pulled the well no. 4 pump and motor and found well tape blocking the screen of the pump. The well technicians said the tape most likely caused insufficient water flow through the pump and motor. A new pump/motor combo was set on January 29th. At that time, the well still would not work. On February 4th Keith Seibert bypassed the VFD and installed a contact starter in order to run the well and to take samples. Two sets of Bac-t samples were taken and both were deemed inconclusive. A third set will be taken on Feb. 13th.

10. Thomas Doebner stated RRWSC should receive approvals soon from TCEQ and BSEACD for the permanent ASR project permit. TCEQ and BSEACD will require on going annual data as the ASR system is in operation which will be handled by PGMS.

11. Tim Young will work on supplying the Board with a System Operations Manual. Tim will send a draft to Dale Olmstead for his review in a couple of weeks.

12. Steve Selger informed the Board that a meeting will be held on March 5th to approve the Resolution canceling the April 14, 2020 Directors Election, if we receive 4 or less applications. Thomas Doebner stated he would have the Resolution, Cover Letter and Agenda for the Annual Meeting sent out by March 15th.

13. The Board discussed possibly terminating the contract with Donald Rauschuber, the engineer hired for the ASR project, once RRWSC receives approvals from TCEQ and BSEACD. The Board agreed to take formal voting action on this item once approvals are received.

14. Thomas Doebner presented the 2019 Monthly Well Pumpage data and the 2019 Cash Flow Report through December 2019. Thomas also presented the Cash Flow Report through January 2020. Thomas provided the Balance Sheet dated December 31, 2019 and the Ruby Ranch Water Supply Corporation 2020 Budget. Thomas stated the corporation is in good financial standing.

15. The next regular Board meeting will be held on Thursday, February 5, 2020, 7:00 pm at Steve Selger's residence, 452 Richards Drive, Buda, Texas 78610. This will be a short meeting to approve the Resolution as stated in paragraph 13. Only 4 members need to attend to have a quorum. Board members Steve Selger, Joe Collins, Thomas Doebner and Dale Olmstead agreed to attend the meeting in order to establish a quorum. Scott Nester, Al Gmitter and Kevin Rodriguez will attend the annual meeting on April 14th.

16. A motion was made by Joe Collins and seconded by Scott Nester to adjourn. Motion carried 6-0 and the meeting was adjourned at 9:20 pm.

Respectfully submitted,

Steven Selger, Acting Secretary