

RUBY RANCH WATER SUPPLY CORPORATION  
Meeting Minutes for July 9, 2020

Attendees: Thomas Doebner  
Al Gmitter  
Marcus Krause  
Scott Nester  
Dale Olmstead  
Steven Selger  
Kevin Rodriguez

Professional Consultants:  
Timothy Young (PGMS)

Public: None

Meeting opened for business at 7:00 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 Kevin Rodriguez to approve the minutes for the March 5, 2020 Regular Meeting. Motion carried 7-0.
3. Timothy Young provided the Board with the Monthly Water System Operational Report dated July 9, 2020.
4. Timothy Young provided the Board with the monthly pumping report through June 2020. Tim reported that two regular bacteriological samples taken from the distribution system during June 2020 indicated no coliform organisms.
5. Tim stated the first BPAT certification request letters were mailed to 74 customers known to have a testable backflow prevention device on June 30, 2020. Five passing backflow certificates have been received so far by PGMS.
6. Meter Replacement Project from last reporting, 8 additional meters registering over one million gallons or have failed to register have been replaced. There are currently 9 meters at or above one million gallons and one meter under registering. 12  $\frac{3}{4}$  inch short meters have been ordered from Fluid Meter Service and are awaiting pick-up.
7. Tim stated Auto Debit Bill Pay Initiative program continues to work as planned. ACH payments were initiated on June 8<sup>th</sup> with minimal issues; with debits from 97 accounts.
8. Tim stated the pending work list consisted of meter change-outs as they roll over 1 million, Customer Service Inspections at 534 and 585 West Bartlett Drive and a leak reported at 401 Creekside Drive.

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9. ASR Project. Well No. 4 was put online on February 27<sup>th</sup>. Water from Well No. 4 was used during the ASR injection phase that ended on May 13<sup>th</sup>. The well ran 24 hours per day with two 30 minute breaks at 2:00 AM and 2:00 PM. When water was needed to fill the GSTs, Well No. 4 sent all pumpage to the tanks. When there is no distribution demand, Well No. 4 diverted all pumpage to Well No. 5 injection. On May 13<sup>th</sup> the injection phase ended and the extraction phase would begin. On June 17<sup>th</sup> it was verified that all components were working properly for the extraction process to begin. The coliform negative sample report was given on June 26<sup>th</sup> and Well No. 5 was put online and water was extracted. The extracted water is presently being blended with Edwards Aquifer water from Well No. 4 at a 60/40 ratio, 60% coming from Well No. 4.

10. Thomas Doebner stated our engineer, Donald Rauschuber, provided BSEACD with additional documentation regarding arsenic operational controls related to the ASR Project dated July 7, 2020. The approval process for the ASR permit by BSEACD will probably take place sometime in September 2020.

11. Tim Young has worked on supplying the Board with a preliminary System Operations Manual. Tim will send a final draft to Dale Olmstead for his review.

12. Thomas Doebner presented the Cash Flow Report through June 2020. Thomas stated the corporation is in good financial standing.

13. The Board discussed the appointment of officers for RRWSC. A motion was made by Thomas Doebner and seconded by Marcus Krause to appoint Steve Selger as President, Al Gmitter as Vice President, Thomas Doebner as Treasurer and Kevin Rodriguez as Secretary. Motion carried 7-0.

14. It was determined to have the next RRWSC Zoom Meeting on Thursday, September 10, 2020, at 7:00 PM.

15. The Zoom Meeting adjourned at 8:00 PM.

Respectfully submitted,

Steven Selger, Acting Secretary