

RUBY RANCH WATER SUPPLY CORPORATION  
Meeting Minutes for November 12, 2020

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

Excused: Kevin Rodriguez

Professional Consultants:  
Timothy Young (PGMS)

Public: None

Meeting opened for business at 7:00 pm, via Zoom Conference and Video Call

1. Steve Selger called the meeting to order and determined a quorum had been established.
2. A motion was made by Dale Omstead and seconded by Al Gmitter to approve the minutes for the September 10, 2020 Regular Meeting. Motion carried 6-0.
3. Timothy Young provided the Board with the Monthly Water System Operational Report dated September 10, 2020.
4. Timothy Young's report provided the Board with the monthly pumping report through October 2020. Tim reported that two regular bacteriological samples taken from the distribution system during September and October 2020 indicated no coliform organisms.
5. Tim stated the second BPAT certification request letters will be mailed to 52 customers known to have a testable backflow prevention device in November 2020. Twenty-two (22) passing backflow certificates have been received so far by PGMS.
6. Meter Replacement Project from last reporting, seven additional meters registering over one million gallons or have failed to register have been replaced. There are currently 5 meters at or above one million gallons and one meter under registering. The project will continue as needed.
7. Tim's report stated Auto Debit Bill Pay Initiative program continues to work as planned. ACH payments were initiated in September, October and November with minimal issues; with debits from 100, 100 and 101 accounts respectively.
8. Tim's report stated the pending work list consisted of meter change-outs as they roll over 1 million and Customer Service Inspections at 534 and 585 West Bartlett Drive.
9. ASR Project. Extraction of ASR water from Well 5 ceased on August 31, 2020. Prior to initiating the injection portion of the ASR cycle, raw water samples were collected from Well 4 and analyzed at the LCRA/ELS lab apart from dissolved oxygen which was analyzed by BSEACD's Justin Camp. The overall function of the injection process was inspected by Keith Siebert and with a good report injection began on or about September 20<sup>th</sup>. During the low usage

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period of fall and winter, the distribution system will be fed by Plant 1 allowing for all water produced by Well 4 to be injected to Well 5. This allows Plant 2 and Well 4 to add to the WSC's ASR bubble to maximum degree possible.

10. Thomas stated ASR continues to function normally as stated in Tim Young's report. Well 4 is producing water at 60 GPM which maintains adequate water levels over the pump.

11. A motion was made by Steven Selger and seconded by Marcus Krause to approve the expenditure of \$400 to have PGMS purchase a dissolved oxygen meter. Motion carried 6-0.

12. A motion was made by Al Gmitter and seconded by Thomas Doebner to approve the services provided by Blue Coyote Software LLC at a cost of \$60 per month to maintain the RRWSC website. Motion carried 6-0.

13. Thomas Doebner presented the Cash Flow Report through October 2020. Thomas stated the corporation is in good financial standing. Thomas also presented the FY 2020 Monthly Well Pumpage.

14. The Board discussed needed system maintenance with Tim Young. The door frame at Plant 2 was rusted and the lock was broken. Tim agreed to take a look at this for repairs and check if other maintenance issues needed to be attended to.

15. The Board continued discussion about a possible call or email program that could be utilized to contact customers when there is a system emergency. Tim Young stated PGMS is working with a new system with another water board and will advise if that system may work for RRWSC. Discussion will continue at the next board meeting.

16. It was determined to have the next RRWSC Zoom Meeting on Thursday, January 14, 2021, at 7:00 PM.

17. The Zoom Meeting adjourned at 8:30 PM.

Respectfully submitted,

Steven Selger, Acting Secretary