

RUBY RANCH WATER SUPPLY CORPORATION
Meeting Minutes for February 24, 2022

Attendees: Thomas Doebner
Al Gmitter
Raul Saldivar
Dale Olmstead
Steven Selger

Excused: Kevin Rodriguez
Marcus Krause

Professional Consultants:
Patrick King (PGMS)
Tim 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 Steve Selger and seconded by Al Gmitter to approve the minutes for the January 20, 2022 Regular Meeting. Motion carried 5-0.
3. Tim Young provided the Board with the Monthly Water System Operational Report dated February 24, 2022.
4. Tim Young provided the Board with the monthly pumping report through January 2022. Tim reported that two regular bacteriological samples taken from the distribution system during January 2022 indicated no coliform organisms.
5. Tim stated PGMS has not received any additional BPAT Certification reports for the 2021 or 2022 cycle. A draft 2022 letter was emailed to the Board for review along with a list of customers requiring the inspections. This letter will be sent out June 2022 to required customers.
6. Meter Replacement Project from last reporting, no additional meter registering over one million gallons have been replaced. There are currently 20 meters at or above one million gallons and one meter that has failed to register which will be replaced. The project will continue as needed.
7. PGMS report stated Auto Debit Bill Pay Initiative program continues to work as planned. ACH payments were initiated on January 10th and February 9th with minimal issues; with debits from 102 and 106 accounts, respectively.
8. Tim stated the pending work list consisted of meter change-outs as they roll-over 1 million gallons and repair or replace Plant #2 doors and frames.

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9. New auto-dialers have been installed and programmed at both water plants. The new auto-dialers require activation from ANTX and PGMS is awaiting this activation call. There is concern that the auto-dialers are presently having trouble calling out. Thomas Doebner mentioned that two phone service lines have now been cancelled saving up to \$350 per year.
10. ASR Project. The Aquifer Storage and Recovery has continued to operate with no significant issues. January 26th, the distribution valve was changed to put all connections on the Plant #1 pressure plane. This allows Well #4 to be dedicated to ASR injection. Since injection restarted, 4,617,800 gallons have been stored. Thomas Doebner was concerned with this low number of gallons being injected. There was a discussion that the sensitivity meter on Well #4 may be preventing pumping full amount of water. Tim Young agreed to have this checked out and may call Keith Siebert for his opinion. An arsenic sample was collected and will be analyzed but looked not to be a problem.
11. Tim Young stated Dan Carman had completed the inspection and cleaning of the ground storage tanks which is required to keep the warranty in effect for another year. No problems were found with the tanks and reports on each tank inspection were given to the Board.
12. Steve Selger asked the status of removal of bore line pipe. Tim Young stated he would take care of its removal.
13. Dale Olmstead asked the status of changing the door and jamb on the building at Plant #2. Tim Young stated he was trying to locate fiber glass door and frame for replacement.
14. The Board discussed with Tim Young the submission of the Emergency Preparedness Plan to be submitted to TCEQ by March 1st. Tim has been working with Donald Rauschuber, the engineer hired by RRWSC for design and preparation of plans and specifications for the emergency power generation facility to be built at Plant #2. This is related to 87th Texas Legislature Senate Bill 3 requiring this effort. Tim stated the report will be submitted on time. The Board questioned the size of the generator being suggested which is presently 60 KW. The Board wants to be sure the size is adequate for all electrical components to be operated during an electrical outage emergency.
15. Steve Selger asked the status of having the pressure plane being operational to eliminate the separation of customers being serviced by Plants #1 and #2. This will be required in order to run the emergency power generation facility at Plant #2. Tim Young will investigate the possibility of installing an altitude valve at the water connection located at the corner of West Bartlett Drive and Ruby Ranch Road.
16. Dale Olmstead had received a proposal for engineering services to be provided by Donald Rauschuber for assisting in the submission of emergency power generation at Plant #2 under SB 3. The proposal also includes the preparation of plans and specification for the construction and installation of the facility. A motion was made by Thomas Doebner and seconded by Dale Olmstead to approve the terms and conditions of the agreement which shall not exceed \$9,000. Motion carried 5-0.

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17. Thomas Doebner presented the Cash Flow through January 2022. Thomas stated the Corporation was in good financial standing. Thomas also presented the 2022 Monthly Well Pumpage indicating the water usage for the past 5 months. Water usage has not exceeded the Edwards Aquifer pumpage allowed by BSEACD for the months of November, December 2021 and January 2022.

18. The Board reviewed the proposed Resolution cancelling the April 7, 2022 election, the annual meeting cover letter and agenda. A motion was made by Dale Olmstead and seconded by Raul Saldivar to approve the Resolution cancelling the April 7, 2022 election. Motion carried 5-0. A motion was made by Dale Olmstead and seconded by Raul Saldivar to approve the Cover Letter providing information for the annual meeting. Motion carried 5-0. A motion was made by Dale Olmstead and seconded by Raul Saldivar to approve the agenda for the annual meeting. Motion carried 5-0.

19. It was determined to have the next RRWSC Zoom Meeting on Thursday, April 7, 2022, at 6:00 PM. The annual meeting will follow by Zoom Meeting at 7:00 PM. The Zoom meeting information will be placed on the RRWSC web site along with the financial reports for public access to the annual meeting.

20. The Zoom Meeting adjourned at 9:45 PM.

Respectfully submitted,

Steven Selger, Acting Secretary