

RUBY RANCH WATER SUPPLY CORPORATION
Meeting Minutes for April 7, 2022

Attendees: Thomas Doebner
Al Gmitter
Raul Saldivar
Dale Olmstead
Steven Selger
Kevin Rodriguez
Marcus Krause
Lynn Blackmore

Professional Consultant:
Tim Young (PGMS)

Public: None

Meeting opened for business at 6:00 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 Al Gmitter and seconded by Dale Olmstead to approve the minutes for the February 24, 2022 Regular Meeting. Motion carried 6-0, Kevin Rodriguez had yet to attend.
3. Tim Young provided the Board with the Monthly Water System Operational Report dated April 7, 2022.
4. Tim Young provided the Board with the monthly pumping report through March 2022. Tim stated 3,261,800 gallons were pumped in February and 3,333,200 gallons were pumped in March. Tim will try and figure the reason for the 107,700 and 102,100 gallon water loss for February and March. Tim reported that two regular bacteriological samples taken from the distribution system during February and March 2022 indicated no coliform organisms.
5. Tim stated PGMS has not received any additional BPAT Certification reports for the 2021 or 2022 cycle. The list of known backflow preventers has been updated and the first 2022 letter is set to mail out with the June water bills. Dale Olmstead has some questions for Tim which he will handle separately from the meeting.
6. Meter Replacement Project from last reporting, 16 additional meters registering over one million gallons, one having failed to register, have been replaced. There are currently 4 meters at or above one million gallons. 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 February 9th and March 9th with minimal issues; with debits from 106 and 105 accounts, respectively.
8. Tim stated the pending work list consisted of meter change-outs as they roll-over 1 million gallons.

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9. Repair or replace Plant #2 doors and frames. The Board recommended to Tim that the standard door size height of 6'-8" should remain rather than increasing the door height. He should use a fiberglass door if possible but a standard door would also be acceptable. This way a General Contractor would not have to do major changes to have a larger door installed.

10. Plant Clean-up. Tim stated cleaning of the treatment plants is ongoing. Most of the Bore-Line pipe has been removed, however the connector pieces will be saved. Trash has been removed. Brenntag Southwest left empty chlorine barrels during their last delivery and will remove them at the next chemical delivery.

11. New auto-dialers have been installed and programmed at both water plants. After several unanswered calls and emails to set up the training for the new auto dialers, PGMS was informed the salesperson attached to the account was no longer with ANTX/Cattron and pieces of their work fell through the cracks. PGMS will now have a Zoom training session on Friday, April 8th. PGMS will receive full training on the equipment and features. On-line registrations will also happen during this time. Interested Board members are invited to the training session. PGMS can have an account set up to allow viewing of the system.

12. ASR Project. The Aquifer Storage and Recovery has continued to operate with no significant issues. On March 10th PGMS staff met with Joe Vickers at Plant #2 to gather pumping data from Well #4. During the visit, Well #4 had an observed pumping rate of 37.8 gpm while maintaining the required NPSH water cover. At this pumping rate the well can produce roughly 52,000 gallons per day. While the BSEACD representatives claim the monitoring wells of the area show significant drop in aquifer levels, Mr. Vickers would like to research aquifer levels of local wells. While on site, PGMS adjusted the Air Release/Vacuum Breaker valve on Well #4. After adjustments, the water lost through the valve dropped to none. Since injection started, 8,089,000 gallons have been stored. We are able to inject 1.7 million gallons per month running 18 hours per day. The plan is to stop injection sometime middle of May.

13. The Board discussed the Emergency Preparedness Plan submitted to TCEQ on March 1st. Tim Young and Donald Rauschuber, the engineer hired by RRWSC, have been working on the design and preparation of plans and specifications for the emergency power generation facility to be built at Plant #2. Tim stated there has been no return communications from TCEQ but the dates of beginning construction by July 31st and completed installation by November 1st is still the requirement. Tim stated these dates are unrealistic due to the inability of purchasing a generator for another 9 to 10 months at least. The Board discussed the size of the generator being suggested which is presently 60 KW. Tim stated the generator supplier will conduct an electrical load test to determine the actual generator size needed for Plant #2 water production. They may suggest a larger size generator. The Board wants to be sure the size is adequate for all electrical components to be operated during an electrical outage emergency. The Board suggested that Donald Rauschuber be asked to attend the next zoom meeting on June 9th.

14. Dale Olmstead 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 coordinate with Donald Rauschuber to investigate the possibility of installing an altitude valve at the water connection located at the corner of West Bartlett Drive and Ruby Ranch Road. Thomas Doebner stated the pressure plane problem must be corrected before any work can proceed with the installation of

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the emergency power generation at Plant #2. The Board would like to obtain as much information as possible including RFP's from contractors by the next Board meeting on June 9th.

15. Went into recess at 7:00 pm to hold the annual meeting.

16. Resumed meeting at 7:20 pm.

17. Thomas Doebner presented the Cash Flow through March 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 7 months. Water usage has not exceeded the Edwards Aquifer pumpage allowed by BSEACD for the months of November, December 2021 January, February and March 2022.

18. Dale Olmstead asked about the ability to write off delinquent accounts. Thomas Doebner stated most accounts now have a deposit made that can be used to pay for any delinquent accounts although there are a few with no deposits. Any write off of delinquent accounts must be on the agenda for a meeting before the Board could take a vote for write off.

19. The Board discussed new officer positions. A motion was made by Dale Olmstead and seconded by Thomas Doebner to appoint Raul Saldivar, president; Al Gmitter, vice president; Thomas Doebner, treasurer and Marcus Krause, secretary. Motion carried 7-0.

20. It was determined to have the next RRWSC Zoom Meeting on Thursday, June 9, 2022, at 7:00 PM.

21. The Zoom Meeting adjourned at 7:45 PM.

Respectfully submitted,

Steven Selger, Acting Secretary