

RUBY RANCH WATER SUPPLY CORPORATION
Meeting Minutes for June 9, 2022

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

Professional Consultant:
Tim Young (PGMS)

Public: Steven Selger
Don Rauschuber

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

1. Raul Saldivar called the meeting to order and determined a quorum had been established.
2. A motion was made by Raul Saldivar and seconded by Thomas Doebner to approve the minutes for the April 7, 2022 Regular Meeting and Annual Meeting. Motion carried 7-0.
3. Tim Young provided the Board with the Monthly Water System Operational Report dated June 9, 2022.
4. Tim Young provided the Board with the monthly pumping report through May 2022. Tim stated 4,392,800 gallons were pumped in April and 3,532,600 gallons were pumped in May. Tim stated there was a meter not functioning at Well #2 which caused the problem with the water loss numbers. Tim reported that two regular bacteriological samples taken from the distribution system during April and May 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 to include ACC approved pools and construction through May 2022. The first 2022 letter is set to mail out with this month's water bills.
6. Meter Replacement Project from last reporting, no 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. While updating the current meter change-out list, it was noted that many meters are on the verge of rolling over one-million gallons. The project will continue as needed. Tim stated he had placed an order for 100 new meters and also has enough on hand to make all necessary replacements.
7. PGMS report stated Auto Debit Bill Pay Initiative program continues to work as planned. ACH payments were initiated on April 8th and Ma 10th with minimal issues; with debits from 109 and 111 accounts, respectively.

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8. Tim stated the pending work list consisted of meter change-outs as they roll-over 1 million gallons.
9. Repair or replace Plant #2 doors and frames. With previous approval to have the door frames repaired rather than replaced, Zach has begun meeting with welders competent enough to do a good job.
10. Plant Clean-up. Brenntag Southwest left empty chlorine barrels during their last delivery. PGMS has made the call to have them removed and expect that done during the next chemical delivery.
11. New auto-dialers have been installed and programmed at both water plants. PGMS received training on the equipment and features early April. The auto-dialers are working as they should. Thomas Doebner informed the Board phone lines no longer required had been removed. One phone line continues in operation with Well #3. Thomas suggested PGMS test the meters at Well #4 and #5 to be sure they in proper operating condition.
12. ASR Project. The Aquifer Storage and Recovery has continued to operate with no significant issues. On June 1st the injection cycle was terminated. Keith Seibert verified proper operation of the extraction controls and we began to flush the well. After flushing, Zach collected a raw water Bacteriological sample and put the well and Plant #2 online. Soon after, a full battery of samples were taken from the recovered water and delivered to LCRA/ELS labs. As of this writing, the results are not in. The recovery cycle has operated normally for the first week back into service. During the injection period, 11,716,800 gallons were stored.
13. The Board discussed the Alarm Stage Phase II Drought established June 9th by BSEACD. Thomas Doebner informed Tim Young to have drought signs placed along the entrance road to Ruby Ranch as soon as possible. All customers should be notified in writing of the drought condition and informed of recommended water usage reduction and the date for increase in water rates. This notification should be sent in the next billing cycle. A motion was made by Thomas Doebner and seconded by Al Gmitter to have Tim Young send out letters to customers that exceed 30,000 gallons usage during the drought period. Motion carried 7-0. Thomas also suggested that Tim Young include any flyers produced by BSEACD, relative to drought issues, be included with the monthly billings. Al Gmitter volunteered to investigate production of a special sign, possibly 4 x 6, announcing drought status that could be placed at the entrance to Ruby Ranch Subdivision.
14. Don Rauschuber, the engineer hired by RRWSC, discussed the design and preparation of plans and specifications for the emergency power generation facility to be built at Plant #2. Don has evaluated the Ruby Ranch water system and determined that a propane 60 KW backup generator would be required in case of a power outage. A 1,000 gallon propane tank located on a concrete slab could provide a minimum of 3.7 day continuous service based upon using 80% of a full propane tank. It was also mentioned that the system would not be operational 24/7 during a power outage. A transfer switch will be installed to automatically come on with loss of power. Don has looked at 4 possible generators and has recommended Cummins or Generac to supply the generator but there could be as high as a 60 week or more delivery time. Thomas Doebner suggested that a roof or some form of weather protection be included with the installation.

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15. The Board discussed possible warranties and also methods of reducing noise impact from the generator. Don has provided a preliminary estimate of \$68,200 for the generator installation.

16. 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. Different methods were discussed with Don Rauschuber and Tim Young to accomplish the pressure plane. Tim Young had discussed this with Keith Siebert and he suggested to put a timer on each plant to run certain times of day. Each plant would be given a portion of the day to optimize the plant and well usage. Another suggestion was to use an altitude valve. The system would have to be completely operational in an emergency and the entire system would have to be run by the new generator. This will also eliminate the need to flush unused lines during an emergency. Dale Olmstead requested Don Rauschuber Supply a site plan of the proposed work at Plant #2 and asked Don to include RFP's from contractors by the next Board meeting on August 11th.

17. A motion was made by Dale Olmstead and seconded by Thomas Doebner to have Don Rauschuber and Tim Young decide within the next two weeks which generator, Cummins or Generac, would be best suited for Ruby Ranch and put an order in for purchase along with the transfer switch. Motion carried 7-0.

18. Thomas Doebner presented the Cash Flow through May 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 9 months.

19. It was determined to have the next RRWSC Zoom Meeting on Thursday, August 11, 2022, at 7:00 PM.

20. A motion was made by Lynn Blackmore and seconded by Dale Olmstead to adjourn the meeting. Motion carried 5-0 and the meeting adjourned at 9:30 PM.

Respectfully submitted,

Marcus Krause, Secretary