

RUBY RANCH WATER SUPPLY CORPORATION  
Meeting Minutes for May 23, 2024

Attendees: Thomas Doebner  
Raul Saldivar  
Dale Olmstead  
Lynn Blackmore  
Chris Whittenhall

Excused: Kevin Rodriguez  
Marcus Krause

Professional Consultant:  
Tim Young (PGMS)

Public: Steven Selger

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 Thomas Doebner and seconded by Lynn Blackmore to approve the minutes for the April 25, 2024 Regular Meeting. Motion carried 5-0.
3. Tim Young provided the Board with the Monthly Water System Operations Report dated May 23, 2024. RRWSC pumped 3,372,700 gallons, 1,580,100 gallons sold and 1,414,300 gallons to ASR. There was a 10.92% net water loss for the period ending April 2024.
4. Tim Young stated there were 2 regular bacteriological samples taken from the distribution system during the month of April 2024 indicating no coliform organisms found.
5. Tim Young stated there were 248 active connections with total current charge for April 2024 of \$14,709.90.
6. Tim Young stated the 2024 Backflow Testing Required letter has been drafted and is ready to send. PGMS has received two passing certificates for 2024.
7. Tim Young stated in the last reporting period, no additional meters have been replaced. The current total is 61 meters at or above one million gallons. The changing of meters based on age has been paused pending the possible approval of moving the WSC from direct read meters to AMI meters. Tim has provided the Board with an estimate for Neptune AMI meters and necessary equipment. The estimate includes larger meters for each well, ASR Injection, and Plant Discharge meters which could be purchased at a later date. The total estimate by Core and Main AMI Meter is \$104,000, not including large meters.
8. The Board discussed the AMI meters at great length. Thomas Doebner asked Tim if there was the ability to automatically restrict flow for high water users. Tim stated he would check on this. The Board found this meter system to be attractive and would recommend approval under certain conditions. Tim Young would have to provide two additional quotes and determine that there

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would be security for access to these meters. The Board would also like to have BSEACD agree with the implementation of the AMI program. Thomas Doebner made a motion to approve the concept of installation of smart meters. Motion was seconded by Dale Olmstead. Motion carried 5-0.

9. Tim Young stated the auto debit program continues to work as planned. ACH payments were initiated April 10<sup>th</sup> and May 10<sup>th</sup> with no issues; with debits from 119 and 121 accounts respectively.

10. Tim Young stated Plant #1 (wells, #1, #2 and #3) has provided water to the distribution system for the last reporting period. Plant #2, specifically well #4, has been dedicated to injecting Edwards water into well #5. This configuration shall remain until Plant #1 is unable to keep up with summertime customer use.

11. Tim Young stated RRWSC injected 1.4 million gallons for ASR during the last reporting cycle. This injection sequence was limited by the approved BSEACD variance. Well #4 has not injected water to the Trinity well or provided for distribution since the injection was completed. The well will remain off until a point at which Plant #1 does not keep up with summertime peak use, then Plant #2 will be placed back into regular service.

12. Tim Young stated PGMS, once authorized, submitted an executed purchase order to Capital Power Systems on April 20<sup>th</sup> for a new generator. PGMS reached out to CPS on May 23<sup>rd</sup> to learn the estimated delivery date and expected completion dates for several items that can and should be done before the new generator arrives. PGMS was told the generator has been ordered and should expect delivery in four to five weeks.

13. Thomas Doebner has concerns that arsenic samples from Well #5 take too long for results. The Board asked PGMS to take a look at ways to provide a quicker turn-around of the testing results.

14. Thomas Doebner stated he had paid ½ the amount for the new generator. Tim Young was asked to be sure the concrete pad for the generator and propane tank will be completed before delivery. The Board requested Keith Seibert be present during installation and start-up of the generator.

15. Thomas Doebner requested PGMS to copy BSEACD on letters sent to high users. PGMS agreed to provide all documents to BSEACD with their monthly reports that has to be their hands by the 5<sup>th</sup> of every month. Dale Olmstead requested Tim to provide him with copies of all letters sent to high users to date. Tim agreed to have this done.

16. Thomas Doebner suggested RRWSC needs to hire a company to check on any water leaks in the distribution system. If we could reduce our water loss by 50% it would have saved 750,000 gallons of water last year. Tim Young thought the price to accomplish this would be around \$10,000. Tim will obtain quotes to provide this service.

17. The Board discussed continuing its Ruby Ranch Water Works News Letter to include four BSEACD recommended Communications at different intervals over the next few months. Chris Whittenhall will take care of preparing the news-letter and have them mailed out individually to customers.

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18. Thomas Doebner stated that BSEACD feels there are 2.7 people per house hold in Ruby Ranch, but previous surveys have given a number of 3.7 people per house hold. The Board agreed that a new survey would be needed. Tim Young agreed to send out post cards to all customers for this information along with requesting emails and phone numbers. Dale Olmstead agreed to oversee this program.

19. The Board discussed possibly providing a financial incentive to customers having low use water items installed in their homes. Installation of low flow toilets, shower heads and other items could be considered. Thomas Doebner made a motion to fund a rebate program for \$5,000 and was seconded by Lynn Blackmore. The motion carried 5-0. The Board will discuss what low flow items would be considered at the next meeting. Lynn Blackmore agreed to work to have the rebate program implemented.

20. The Board discussed the possibility of holding a neighborhood party where water usage reduction can be discussed and possibly implemented by individual homeowners.

21. Tim Young stated that PGMS had reduced the water system pressure by 5 psi since last month. PGMS has also considered reducing flushing the main lines to save water.

22. The Board discussed contacting the local fire department and request not conducting training on Ruby Ranch fire hydrants. Thomas Doebner agreed to make contact with the department.

23. A motion was made by Thomas Doebner and seconded by Dale Olmstead to approve the new water rates. Motion carried 5-0. A copy of the new rates will be included in the next billing period and will be implemented on the June or July bills.

24. Tim Young will have new metal signs installed indicating the drought level in the next couple of days.

25. The Board discussed the election of Board officers. A motion was made by Dale Olmstead and seconded by Chris Whittenhall to elect Thomas Doebner treasurer. Motion carried 5-0. A motion was made by Thomas Doebner and seconded by Lynn Blackmore to elect Marcus Krause secretary. Motion carried 5-0. A motion was made by Lynn Blackmore and seconded by Dale Olmstead to elect Chris Whittenhall president. Motion carried 5-0. A motion was made by Thomas Doebner and seconded by Chris Whittenhall to elect Lynn Blackmore vice president. Motion carried 5-0.

26. It was determined to have the next RRWSC Zoom Meeting on Thursday, June 27, 2024, at 7:00 PM.

27. The Zoom Meeting adjourned at 10:00 PM.

Respectfully submitted,

Steven Selger, Public Secretary