

RUBY RANCH WATER SUPPLY CORPORATION
Meeting Minutes for February 6, 2025

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

Excused: Kevin Rodriguez

Professional Consultant:
Tim Young (PGMS)
Liza Saldana (PGMS)

Public: Steven Selger

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

1. Chris Whittenhall called the meeting to order and determined that a quorum had been established.
2. A motion was made by Thomas Doebner and seconded by Dale Olmstead to approve the minutes for the December 12, 2024 Regular Meeting. Motion carried 6-0.
3. Tim Young provided the Board with the Monthly Water System Operations Report dated January 23, 2025. RRWSC pumped 1,494,800 gallons with 1,352,100 gallons sold in December. There was 8.88% net water loss for December.
4. Tim Young stated there were 2 regular bacteriological samples taken from the distribution system during the month of December 2024 indicating no coliform organisms found.
5. Tim Young stated there were 248 active connections in December 2024 with total current charge of \$18,228.05.
6. BPAT Certification Compliance status, to date, PGMS had received 69 passing certificates for 2024. PGMS will draft the 2025 request letter and have it available for review prior to the start of the 2025 backflow test period.
7. In the last reporting period, no failed meters have been replaced. The changing of meters registering over one-million gallons has been paused while discussion about AMI meters continues. PGMS will continue to change meters that fail to register water use.
8. PGMS has executed purchase contracts for the physical meters and necessary equipment with Core and Main as well as for the purchase of billing/customer software. 60ea ¾” meters have been delivered and 190ea 5/8” meters are scheduled in a couple of days. 5ea 2” meters are scheduled to be delivered the week of May 16th. Cody Taylor, of Core and Main, has confirmed the meter installation will begin the week of February 10th. The Board discussed the importance of having the Neptune collection and software system working before the meters are installed

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along with making sure the public is informed of the meter change out. It was suggested to use a Board member's residence to install one AMI meter and test the data collection system before moving forward with the remaining installation. A process must be set up to educate the public on the use of the AMI meter system for logging into the system and its benefit to each homeowner.

9. Tim Young stated the auto debit program continues to work as planned. ACH payments were initiated on January 10th with no issues, with debits from 120 accounts.

10. Tim Young stated PGMS has received three Water Conservation Rebate requests.

11. Tim Young stated in an effort to use the full amount of available stored water, Plant #2 has been placed into operation as the sole, primary pump station. This will allow the greatest amount of ASR water to be used. Plant 1 remains online but in standby mode ready to take over if something were to limit Plant 2. There have been no issues to report since that time.

12. Tim Young stated the system has continued to extract ASR stored water to supplement the Edwards wells. While helpful in the short-term, the available 1.2 million gallons of stored water will run out within the next two months if usage does not decline. To date, 1,000,900 gallons have been extracted.

13. Tim Young stated he simulated a power failure at Plant #2 and the generator started and transferred properly. Wells and pumps were started during this test and all worked correctly. Tim stated the system operated quietly.

14. Tim Young stated with approval of the tank inspection contract(s), Maquire will get the WSC scheduled for mid-February. PGMS will assist by draining the GSTs as necessary and whatever else may be required. There is a separate contract for each tank. Tim will coordinate with Chris Whittenhall for his signature on the contracts.

15. Treasurer Thomas Doebner stated there was nothing unusual for the month of December and the Corporation was in good standing. Thomas also provided the Board with the December 31, 2024 Balance Sheet and 2025 Budget. These documents will have to be approved at the next meeting and sent to RRWSC customers with the Annual Meeting information.

16. Tim Young informed Dale Olmstead that PGMS has not heard from BSEACD since the revised UDCP had been submitted as required. Dale stated BSEACD may have revisions to these documents and we should not have the revised UDCP placed on the RRWSC web site until approved by BSEACD.

17. Thomas Doebner stated the Board has looked into numerous possible additional sources of water as requested by BSEACD. Most of these options have been determined unfeasible leaving the Board with only two options. Temporarily stop ASR and set it aside and placing Well #5 (Trinity Well) into full production, which may need amendments and conditions set by BSEACD, or completely eliminate ASR and returning full production of Well #5. A motion was made by Lynn Blackmore and seconded by Dale Olmstead to temporarily set aside ASR and begin using Well #5 and determine if this option is acceptable to BSEACD. Motion carried 6-0.

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18. The Board discussed the possibility of hiring Scott Christians (Blue Coyote) as the project manager to oversee the entire AMI meter project for RRWSC. Scott will work with Core and Main, RVS, Vertex One, and PGMS to be sure the system is working properly and also be available for assisting and training RRWSC customers in the benefits of the new AMI system. A motion was made by Dale Olmstead and seconded by Thomas Doebner to hire Scott Christian to become the project manager at a rate of \$100 per hour with a not to exceed total of \$5,000. Motion carried 6-0. The Board can increase the total cost as necessary at a future date.

19. Discussion of possible increase in water rates was tabled to the next meeting.

20. It was determined to have the next RRWSC Zoom Meeting on Thursday, March 6, 2025, at 7:00 PM.

21. A motion was made by Lynn Blackmore and seconded by Thomas Doebner to adjourn. Motion carried 6-0 and the meeting adjourned at 8:55 PM.

Respectfully submitted,

Steven Selger, Public Secretary