

Bear Springs Trails Water Supply Corporation Board Annual Meeting Minutes

5.7.2016		10:00 a.m., following BSTOA annual meeting	997 Bear Springs Trails, Pipe Creek, TX 78063
Meeting called by	Jan Serene, Board President		
Type of meeting	BST Water Supply Corporation Annual Members Meeting		
Note taker	Karla Seale		
Attendees:			
Jan Serene, President	jan.serene@att.net	830-510-4284	
Dave Ketterer, Vice President (also BSTOA President) & Terri Ketterer, Member	ketterer.david@gmail.com	210-749-8350	
Karla Seale, Secretary & Clay Seale, Member	karla@texaslazyk.net	210-563-1302	
Betty Serene, Treasurer	betty.serene@att.net	830-510-4284	
Andy Watson, Board Director & Melissa Watson, Member	awatson@vaughnconstruction.com	281-831-4489	
Maria & Russ Liebold, Member			
Tracy Serene, Member			
Michelle & Benjamin Johnson, Member			
Carl & Skeeter Schumann, Member			
Joan Robinson, Member			
Cresta Marietta, Member			
Rick McCracken, Member			
Ray Nolen, Member			
Flint Lemon, Member			
Cory & Chrissie Drysdale, Member			
Bruce Scott, Member			
Rhonda & Rawlin Ray, Member			
AGENDA			
	Call to Order		
	Roll Call and Quorum Determination		
	Brief History of BSTWSC		
	Summary of BSTWSC Past Year's Activities		
	TCEQ 3-Year Inspection Results Report		
	Treasurer's Report		
	BSTWSC Board Member Election		
	Open Forum for Visitor's Suggestions, Proposals, and Grievances		
	Calendar & Follow-Up Actions		
	Adjournment		
TOPIC: Call to Order and Quorum Determination			
Discussion Led By	Jan Serene		
Key Points:	<ul style="list-style-type: none"> • All individuals listed above as attendees were present. • 10% of the membership required for a quorum. The maximum number of customers possible is 50. More than 5 members were present. A quorum was determined to be present based on current memberships and attendees present. • Current BSTWSC Officers and Directors were introduced. 		
TOPIC: Brief History of BSTWSC, Summary of BSTWSC Past Year's Activities; TCEQ 3-Year Inspection Results Report			

Bear Springs Trails Water Supply Corporation Board Annual Meeting Minutes

Discussion Led By	Jan Serene
<p>Key Points:</p> <p>Jan Serene, President BSTWSC, provided the membership with the history of the creation of Bear Springs Trail Water Supply Corporation, a summary of the past year's activities, and the TCEQ 3-Year Inspection Results and resolution actions taken to date.</p> <ul style="list-style-type: none"> • There were no questions from the members regarding the history as told. • President Serene informed the membership of the new water operator, namely Aquatech, and assured the membership of the quality of the water. • Member Question regarding what aquifer BST was on. Response: Trinity Aquifer, Kyle Creek Sub-Aquifer. The well is very deep (600-650 feet). BST has never had any issues and is not currently under any water restriction. Aquatech is able to provide temporary water (2000 gallon water tank) to our system as a stop-gap emergency response if needed. • Member Question regarding the pump repair. Response: BSTWSC had Aquatech replace the pump, and has subsequently been performing upgrades and preventative maintenance to the system to mitigate future problems. A number of parts have been replaced (nipples between pumps/new gauges). The broken pump is being rebuilt as a spare. An alternator was installed to balance/share the load on the pumps. Once a year, the pumps will be taken apart and cleaned. • Member Question regarding the delivery pressure to the home. Response: 100psi leaving the pressure tank. Pressure to the homes varies based on distance. The homes furthest away (bottom of the system) will have the least amount of pressure. The system was built to handle 75 customers, and the most that BST would have would be 60. No one is believed to have any pressure entering their homes at greater than 70 psi which most home appliances should be able to handle. • Comments regarding the safety of the water. BST has good water. There is no lead in the system. The only thing added to the water is chlorine. The chlorine is checked weekly by the water operator and it is always within the state standards. There is an annual test performed by the state that checks the minerals in the water. BST is high on fluoride. This occurs naturally in the aquifer and cannot be corrected. Home with young children (under 9 years) are recommended to have another water source such as bottled water. • Member Question regarding something that can be installed to remove the fluoride in the individual homes. Response: A RO (Reverse Osmosis) filter /system can be installed at the expense of the homeowner. • There is a new requirement by the State to test for Coliform. This testing is being done. Having a community well means that a lot of testing occurs (weekly, quarterly, annually) to assure the quality of the water. This would not happen with individual wells. Testing is done by the water operator and by independently certified State Inspectors. 	
TOPIC: Treasurer's Report	
Discussion Led By	Jan Serene
<p>Key Points:</p> <ul style="list-style-type: none"> • BSTWSC initial budget was \$15,000.00. This was provided to BSTWSC by BSTOA. The current balance is \$10,996.12. BSTWSC is believed to be in good financial shape. • BSTWSC has had annual income of roughly \$4800.00. The \$8,000.00 in facilities & equipment expense was for the pump replacement repair. • As part of the application process, BSTWSC provided a 5-year projection of income and expenses. BSTWSC is ahead of predictions in terms of income, having projected only one hookup per year which has already been exceeded. • The basic water rate is \$45.00 per month for the first 5000 gallons. BSTWSC believes this to be the cheapest water rate in the county, and perhaps surrounding counties. The next closest water rate for which BSTWSC is aware is \$70.00 to \$90.00 per month for 5000 gallons. The rate is set as low as possible to cover expenses, and generate a small amount of income each year to offset maintenance and repair expenses. • BSTWSC additional expenses include: paying member Carl Schuman to read the water meters every month; Aquatech water operator fees, electricity, the water testing that's required and completed, liability insurance, public meeting notice posting fees, and a regulatory assessment. 	
TOPIC: BSTWSC Board Member Election	
Discussion Led By	Jan Serene

Bear Springs Trails Water Supply Corporation Board Annual Meeting Minutes

<p>Key Points:</p> <ul style="list-style-type: none"> • BSTWSC customers elect the BSTWSC Directors. The BSTWSC Directors select the Officers. There is no requirement for the Officers to be Directors, or the Directors to be Officers. Historically, the Directors have also been the Officers. • In order to be a Director, you must attend the monthly meeting. It is the second Monday of the month at 7:00 p.m. at 997 Bear Springs Trails, Pipe Creek, TX 78063. Directors who miss two consecutive meetings have cause for removal. Attendance can occur via phone. • The Director terms are staggered. In 2015, 2 Directors were elected. In 2016, Secretary Karla Seale's Director Position is up for reelection, and Vice President Dave Ketterer resigned as Director. • Karla Seale and Flint Lemon were nominated and elected for the 2016 Director open/relected positions. • All are welcome to attend the monthly meetings. Signs are posted at the front of the subdivision announcing the upcoming board meeting. • Member Question regarding the duties and responsibilities of the Directors and Officers. Response: BSTWSC Directors and Officers select the water rates. The Directors select the Officers, and to date have selected themselves. BSTWSC Officers and Directors resolve issues related to water system operations, engage with TCEQ and PUC on water and public utility issues, assure water quality & maintenance issues are corrected, etc.
--

TOPIC: Open Forum for Visitor's Suggestions, Proposals, and Grievances

Discussion Led By	Jan Serene
-------------------	------------

President Serene opened the floor to all present for suggestions, proposals, and grievances.

<p>Key Points:</p> <ul style="list-style-type: none"> • Member Question regarding water rates if you exceed 5000 gallons. Response: \$2.00 for each additional 1000 gallons. The majority of the customers use less than 5000 gallons per month. There were 9 customers who exceeded 5000 gallons in the past month. BSTWSC customers used over 1.5 million gallons of water in the past year. • Member Question regarding any requirements to build within a certain amount of time of the hookup (meter installation). Response: No. BSTWSC customers will not normally get charged during the construction of their home, unless there is an excessive amount of water being used. • Note: The \$1000 meter installation / hookup fee did not change from what was being charged by the old water company.

TOPIC: Calendar and Follow-Up Actions

Discussion Led By	Jan Serene
-------------------	------------

President Serene adjourned the meeting. There were no follow-up actions.

Next Meeting:

09 May 2016	7:00 p.m.	997 Bear Springs Trails, Pipe Creek, TX 78063
-------------	-----------	--

Agenda	Election of New BSTWSC Officers; Transfer of Officer Duties, Responsibilities, & Records Process Agreement Discussion; Approval of April Meeting Minutes; TCEQ 3-Year Inspection Update; Water System Operations & Concerns; BSTWSC Treasurer's Report; OneDrive Account Update; Annual Meeting Feedback Discussion; Open Forum; Follow-Up Actions; Adjournment
--------	---