

Bear Springs Trails Water Supply Corporation Meeting Minutes

BSTWSC Monthly Board Meeting		
Date/Time: 6/14/2021 7:00PM	Location: 997 Bear Springs Trail, Pipe Creek, TX 78063	
Meeting called by:	Jan Serene, Board President	
Type of meeting:	BST Water Supply Corporation Directors Meeting	
Note taker:	Flint Lemon, Secretary	
Attendees:	Jan Serene, President; jan.serene@att.net 830-688-2180	
	Andy Watson, Vice President; awatson@vaughnconstruction.com 281-831-4489	
	Betty Serene, Treasurer, betty.serene@att.net 703-371-8839	
	Flint Lemon, Secretary, flint_claudia@att.net 830-446-9444	
	Duke Todd, Director, duktd@hotmail.com 281-414-6717	
AGENDA		
Call to Order		
Roll Call and Quorum Determination		
Approval of the May Directors Meeting Minutes		
Water System Operations and Concerns		
BSTWSC Treasurer's Report		
Open Forum for Visitor's Suggestions, Proposals, and Grievances		
Calendar & Follow-Up Actions		
Adjournment		
Topic: Call to Order, Quorum Determination, and Approval of Previous Meeting Minutes		
Presenter: Jan Serene		
Key Points:		
<ul style="list-style-type: none"> - Roll call was performed and determination was made that there was a quorum. - The May Director's meeting minutes were approved. 		
Action Items:	Person Responsible	Deadline
Post meeting minutes to web site.	Flint Lemon	June 2021
Topic: Water System Operations and Concerns		
Presenter: Jan Serene, Andy Watson, & Duke Todd		
Key Points:		
<ul style="list-style-type: none"> - Mr. Watson briefed that he had spoken to the company we are purchasing the generator from. They informed him that they had some 30KW's ordered, and they are currently 15 weeks out. If we wait and he has to re-order, it will be 30 weeks. To get our name on one of the one's that will be here in 15 weeks, he's requiring ½ down upfront, and the other ½ upon completion. There has also some pricing escalation, but it only went up \$1500ish, so the new quote is for \$27,270.00. The deposit will be \$13,635.00. - Mr. Watson also briefed that our well operator (Jason) would be installing the new master meter and adding chlorine to the chlorine tank. - Mr. Todd briefed that while checking the water meters he noticed that several of the meter boxes needed replacement. Mr. Watson stated he would order new boxes. - Mr. Serene briefed that TCEQ should be sending the notice for the 3 year inspection soon. - Mr. Serene briefed that the Boil Water Notice had been sent out to the residents and TCEQ due to the water outage that happened on 11 May. - Mr. Serene briefed that he would be completing the Customer Consumer report which is due in July. 		
Action Items:	Person Responsible	Deadline
Order new Meter Boxes	Mr. Watson	Jun 2021
Complete Customer Consumer Report	Mr. Serene	July 2021

Presenter: Andy Watson

Key Points:

- Explanation of events during the Scheduled Water Outage on 5/14/2021

The purpose of the outage scheduled on Friday 5/14/2021 from 9pm to 12am was to replace a 2” drain valve on the 1000 gallon pressure tank that cracked during the February freeze and was leaking water. Part of the procedure to change this valve out was to close a 4” gate valve on the discharge side of the pressure tank which prevented the water from the distribution system flowing backwards to the pressure tank because we had to completely drain the pressure tank to change the drain valve. All of this went smoothly and according to plan.

The issues started once we had the system back online and attempted to open the 4” valve on the discharge side of the pressure tank. When we went to open the valve, the stem that connects the handle to the plunger inside of the valve broke in half. We attempted to take the valve apart in an effort to remove the plunger, but after being in the ground for 20 years, the top of the valve refused to come loose. We finally decided the only option we had was to cut the valve out completely and install a new piece of pipe to connect the pressure tank to the distribution system. We attempted to do this with the parts we had on hand, but we were not successful. We needed some specialized parts that would not be available until Saturday morning.

After sourcing the parts and getting them installed, we got the system back online. We then went around the neighborhood and flushed the system in an attempt to get any dirt out that might have gotten in during the repair as well as air.

Big thanks to Blake Liebold, Duke Todd, Jason Smith, as well as Rhonda and Rawlin Ray who all assisted in the repairs. Aquatech Water Systems also helped out by providing the parts we needed to make the repairs.

In an effort to improve on our maintenance procedures moving forward, the Water Company will be purchasing and storing these repair parts at the well house so in the event something like this occurs again, we will have the parts on hand and will not have to wait to get them.

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Action Items:	Person Responsible	Deadline
Purchase repair parts	Mr. Watson	July 2021

Presenter: Jan Serene

Key Points:

- The following Water system testing was performed:
 - Microbial Testing
 - 18 May 2021 – Chlorine residual level at .96 mg/l and absent coliform

Note: .2 to 1.0 milligram/liter is considered normal for chlorine residual levels.

Action Items:	Person Responsible	Deadline
NONE		

Topic: BSTWSC Treasurer’s Report

Presenter: Betty Serene

Key Points:

- Ms. Serene briefed that she had sent the \$13,635 down payment for the generator
- Ms. Serene briefed the current BSTWSC account balance: \$25,085.34

Action Items:	Person Responsible	Deadline
NONE		

Topic: Open Forum for Visitor’s Suggestions, Proposals, and Grievances

Presenter: Jan Serene

Key Points:		
- None		
Action Items:	Person Responsible	Deadline
NONE		
Topic: Calendar & Follow-Up Actions		
Presenter: Jan Serene		
Key Points:		
- Regular Meeting: 12 July 2021 @ 7:00 pm Location: 997 Bear Springs Trail, Pipe Creek, TX 78063		
Action Items:	Person Responsible	Deadline
NONE		