

# **Medina Water Supply Corp**

## **Minutes of Board of Directors Meeting on 10/14/2024**

### **at Medina Community Center**

Meeting called to order at 6:00 pm by Board President Dan Poston.

Directors present:

Dan Poston – President

Harvey Young – Vice President

Janet Miller – Treasurer

Roger Mora

David Reed

Charles Anderson - Secretary

Jon Miller

Quorum present

Also present:

Emerson Arnold - Operator

Kevin Ayers – Contractor

Mike and Lori Guidry

Bob Buck

#### **Reading of Previous Meeting minutes**

Dan asked if the directors had reviewed the previous minutes and asked if they haven't, please read them, then asked for additions, deletions, and problems requiring corrections. No revisions were proposed.

Harvey Young moved to accept the minutes, Roger Mora seconded the motion, motion carried by 7 positive votes.

#### **Public Comments (5 minutes per speaker)**

Dan Poston acknowledged our visitors and asked if Bob wanted to speak now or reserve his comments for later in the meeting. Bob indicated he wanted to reserve his comments for later.

#### **Treasurer's Report**

Janet Miller as indicated last month, sent out the Treasurer's Report via email prior to the meeting. See included reports Jul 2024.

From the profit and loss report for September, we had a loss of \$10,228.09, bringing the year-to-date loss to \$39,508.44

September Income: \$17,741.17 and Expenses: \$27,969.26.

Janet highlighted the following:

There was one check to a Fire Hydrant Repair company for \$16,089 for Live Oak's hydrant installation. Kevin added that this work was paid for by the developer and performed in August, but the bill landed in September's reporting cycle, so this expense is a wash.

Kevin went on to say that he does not anticipate any out of the ordinary expenses in the month of October and that we can expect to be in the green going forward.

Charles Anderson moved to accept the Treasurers report, seconded by Roger Mora. Motion carried with 7 positive votes.

### **Accounts Report**

The Accounts Report was provided in written form by Kevin Ayers. See the attached report.

We are now at 258 accounts. No leak adjustments this month.

Finch plant water loss percentage was 16.47%.

Stringtown Plant water loss percentage 12.92%.

No bulk water sales due to stage 4 drought.

The office was closed on 9/2/24 for Labor Day.

Kevin highlighted that the 3<sup>rd</sup> Quarter DLQOR was submitted to TCEQ on time, and that the next scheduled board meeting, as it is scheduled falls on Veterans day. This may lead us to move the scheduled day to Tuesday. Dan suggested we discuss a potential schedule change under new business. Dan then asked if there were any questions about the account report. Harvey Young commented that the percentages for the water loss are better than they have been. Kevin added that on a normal month, the expected percentage of water loss has been 14 – 17 percent, and in the last few months we have had some leaks, so that by comparison, this month looks good. Dan polled the group to see if there were any other comments, additions, and corrections to be made.

Jon Miller made a motion to accept the accounts report. This motion was seconded by Harvey Young seconded the motion and the motion was carried by 7 positive votes.

### **Field Operations Manager Report.**

See included reports September 2024 Field Report.

In addition to the supplied written report, Emerson Arnold discussed some highlights for the month. Emerson was trying to determine how much the air compressor was running on the Stringtown Plant. Emerson called Kerr Pump and discussed it. The air compressor is doing fine, it just doesn't run that much. The levels are good. Emerson read the meters on the 17,18,19<sup>th</sup> of last month (September 2024) and observed nothing out of the ordinary.

Replaced a spigot head on Antelope Run.

Emerson also spent some time doing some general plant maintenance (weed eating, cleanup and such).

Dan congratulated Emerson on getting all that done in under 60 hours.

Harvey asks that next time Emerson is weed eating; to give some hydrants and valve covers some attention.

Emerson stated that those were on his list for November, but his next priority was getting account numbers on the meters. Harvey then told Emerson that the Stringtown plant was really looking nice and thanked him for his work. Kevin added that there was only one meter that needed to be re-read, because when Emerson encountered a problem, he called the office to figure it out in real-time. Jon Miller asked about the map schematic, and if those locations were correct. Emerson confirmed that that work was done, and the map is accurate.

Dan polled the group for additional questions.

Harvey Young moved to accept the Operators report, seconded by Jon Miller. Motion carried with 7 positive votes.

### **Old Business**

#### **Texas Tax Exemption**

Kevin Ayers reported that we now have the forms from the Texas Comptroller that we submit to people to get a tax exemption. We have been approved through TCQ and this has been submitted to all our suppliers and they have been accepted everywhere. Over the year, we will save much money, especially on larger jobs like the Stringtown Tank Repair.

#### **Surge Arrestors**

Kevin reports that all our large equipment is now protected with Surge arrestors.

### **Stringtown Tank Repair**

RGB committed to completing the repair in November, but we have not received a specific date yet. We are supposed to receive a temporary tank drop off date before the end of October. Jon asked about the reason for the delay, and if the tank was still tied up on a previous job. Jamie, the sales manager, didn't understand why it was scheduled so early, and that Texas repair work is typically scheduled in the winter. Kevin advised to watch email, and he will notify us as he gets updated. There was a brief discussion of the order of operations, when to schedule with RGB and Cope Engineering. Dan Poston asked if there would be an interruption of service during the installation of the temporary tank. Kevin said there would be one, but it would be brief. Jon Miller recalled that we have discussed it and concluded that the interruption would be less than two hours.

### **New Business**

#### **Well 3 Bacterial Tests**

We have been doing additional bacterial tests on Well #3 because there is no sanitary easement, and there are houses in the 500' range. Because of this we started doing the tests monthly, currently we have 2 years of historical data. Recently the cost of the test went up to \$27 monthly. This test was not asked about in the last TCEQ inspection. Kevin asked, that since it is \$300 per year, do we want to keep doing it. There were questions as to whether this was required. Kevin said it was not, but that we were doing the tests as a precaution. Jon Miller suggested that perhaps we change the frequency from monthly to quarterly. Roger Mora suggested that we keep doing the test monthly to alleviate concerns over someone getting sick. Kevin stated the system (Finch and Stringtown) is tested monthly when it is tested for coliforms, so this test is kind of redundant. The coliforms test would reveal any bacterial problems. Bob Buck contributed that the Stringtown plant has a sanitary easement. Kevin agreed and added that coliform testing is performed regardless. Roger expressed concern that maybe quarterly was not often enough. Harvey Young asked if the new development on Live Oak would pose a problem. Kevin says that the development is outside the sanitary easement and should not pose a problem and that there were only 4 houses inside the easement. The required monthly tests conducted by Kerr Pump would alert us to problems. Both test were conducted monthly by Kerr Pump.

Based on two years of historical data with zero positive results, and the fact that the coliforms test would alert us to any problems, Dan Poston asks for, and received a consensus to move the tests to quarterly.

#### **November Meeting**

Since the next meeting falls on a holiday that results in a 3-day weekend, Dan proposed that we move the meeting to the next day, Tuesday, November 12<sup>th</sup>, or perhaps Wednesday the 13<sup>th</sup>. Harvey Young reminds the group that any change will need to be reflected in the announcements we provide the public with. Roger prefers the 12<sup>th</sup>. Kevin will arrange the meeting spaces and will notify the board if there is a problem with November 12<sup>th</sup>.

Dan Poston calls for more topics of discussion.

Harvey Young restored one of the decommissioned fires hydrants and will sell it as a fundraiser for Medina VFD. If it does well, we will sell or raffle off the second one to raise money for MWSC.

Roger Mora moves to adjourn the meeting. Jon Miller seconded the motion. The motion was carried by 7 positive votes.

Meeting Adjourned at 6:32 PM.

**Minutes approved as \_\_\_\_\_ distributed \_\_\_\_\_ amended.**

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