

# **Medina Water Supply Corp**

## **Minutes of Board of Directors Meeting on 04/14/2025**

### **at Medina Community Center**

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

#### **Directors**

Charles Anderson - Secretary  
Dan Poston - President  
David Reed

Jon Miller – Vice President  
Mike Guidry - Treasurer  
Roger Mora

#### **Community Members Present**

Kevin Ayers – Contractor  
Emerson Arnold - Operator  
Lori Guidry  
Bob Buck

There is a quorum present.

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

Dan polled the directors to see if they had had a chance to review the minutes from the Annual Membership meeting. The board indicated that there were no questions. Jon Miller moved to accept the minutes as published. This motion was seconded by Mike Guidry and carried with 6 positive votes. Next, Dan polled the directors to see if there were questions regarding the regular April meeting minutes for the (the regular meeting followed the Membership meeting immediately). The board indicated that there were no questions. Mike Guidry moved to accept the minutes as published. This motion was seconded by Roger Mora and carried with 6 positive votes.

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

Bob Buck was the only community member who signed up to speak. Dan Poston acknowledges Bob. Bob Buck informed the board that the minutes of the annual meeting are supposed to be read and approved at the next annual meeting and stated. Dan clarified that he was saying to read and approve them next year. Bob confirmed this and Dan said we could do that, he clarified that the vote taken above now signifies a tentative approval pending reading and final approval next year.

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

Mike Guidry sent out the report ahead of time. See included reports May 2025.

The balance for the month was -8,013.46 as a result of the timing of 2 large checks from RGB. Kevin indicated he would explain in a few minutes. Mike then continued and said for the year we are positive \$14,308.

Kevin then went on to highlight the following checks

- Two expenses to RGB one for \$4,088.10 (Check 7971) and another for \$9,991.37 (Check 7976). This was for work done in December of 2024 and January 2025 for a slew of jobs (around 6 invoices over 4 days). RGB billing fell behind do to a staffing issue. Jon Miller mentioned that this billing delay makes the month look worse. Kevin assured Jon that this is not the norm and recent billing has been turned around in just a couple of days.
- Debit charge at Walmart for \$391.56, Kevin bought a new laptop.
- DSHS Central (Check 7974) for \$366.44, this was for Department of State Health Services, and for the required by TCEQ.
- Debit charge at ebay Truck parts \$55.56
- Debit charge at Tripp's Tire for \$489.99 for a new weed eater. Roger asks why we purchased there instead of Home Depot. Emerson stated this was a Stihl commercial grade tool not sold at the Home Depot.
- Debit charge at Adobe Software for \$105.39, this is a 1 time charge for software for the new laptop. Next month, you will see another charge for Microsoft Office 365 for \$140. This will be an Annual charge.

Kevin informed that board that the tax exemption that we filed 6 or 8 months ago, by some rough math through Quicken, we have already saved \$2500.

Jon Miller moved to accept the Treasurer's report. The motion was seconded by David Reed, carried with 6 positive votes.

### **Accounts Report**

The Accounts Report was provided in written form by Kevin Ayers. See the attached report titled May 12th.

We are now at 261 accounts.

Total amount in arrears is \$189.22. Nothing over 60 days and no cut off notices sent. One leak adjustments totaling \$250.

Produced just over 1 million gallons

Water loss was 10.7%

Finch plant loss was 15.20%

Stringtown plant loss was 1.81%

Well #3 bacterial test was clear on 2/12/25.

The Stringtown loss percentage has been below 5% since January. 8% - 10% is the expected amount. Kevin discussed three possible causes

- Accounts coming off of the wrong well. Kevin audited all the accounts to verify that this was not the case.
- The second possible cause was the well meter, but this meter is new and was recently calibrated.
- The last possible cause was the flushings. Kevin and Emerson identified a procedural issue that may have caused us to not be flushing with as much water as we are supposed to. The valves were running the allotted time but the only at ½ open. Dan asked if there was a reason for this. Emerson has been flushing at ½ open due to some guidance he received from RGB. Roger asked if we are flushing until the water runs clear. Emerson stated that the water runs clear in less than 45 seconds. The oldest valves run dirty for around 20 seconds. Dan asked what is the standard. Emerson responded that TCEQ gave us a schedule, length x width of the pipe to flush the entire volume of the pipe based on volume and flow rate. Roger advised to open them slowly and close them slowly being watchful of vibration. The procedure has been changed to open the valve fully.

Dan polled the group for questions. Emerson is interesting to see how much volume the change will cause in May. Dan Poston make the motion to accept the accounts report. The motion was seconded by Jon Miller and carried with 6 positive votes.

### **System Operator's Report**

See included reports April 2025 Facilities Report.

In addition to the written report supplied, Emerson highlighted the following activities.

- Finished painting
- Burned the brush at Stringtown plant.
- Some housekeeping at the Finch plant.
- Brought in Hill Country Pest Control to control the weeds at Finch.
- RGB came out and fixed a leak at Lewis Street.

Roger asked why there is overtime. Emerson said it was a busy month and that since he supervises contractor repairs.

Charles Anderson moved to accept the System Operators report. Motion was seconded by David Reed and carried with 6 positive votes.

### **Old Business**

No Old Business this month.

### **New Business**

No New Business this month.

Dan Poston polled to group for any other questions or concerns.

Mike Guidry advised that he may miss the next few meetings. He may make it for June but will be out for sure in July and August.

Roger Mora moves to adjourn the meeting. Motion was seconded by David Reed and was carried by 6 positive votes.

Meeting Adjourned at 6:30 PM.

**Minutes approved as \_\_\_\_\_distributed\_\_\_\_\_amended.**

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