

**Medina Water Supply Corp**  
**Minutes of Board of Directors Meeting on 5/13/2024**  
**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

David Reed

Roger Mora

Charles Anderson - Secretary

Jon Miller

Quorum present

Also present:

Kevin Ayers – contractor

Rick Randall

Jamie McFarland

Janet Zamrazil

Jonathan Teatattiller – Ardurra Engineering

Bob Buck

Celeste Lyman

**Reading of Previous Meeting minutes**

Dan asked if the directors had reviewed the previous minutes. There was one correction identified in the first draft and corrected before the meeting. There were no questions or issues, Harvey Young moved to accept the minutes and the motion was seconded by Roger Mora, motion carried by 7 positive votes.

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

Bob Buck signed up to make a comment. Dan Poston called on Bob for his comment. Instead of a comment, he reserved the right to make comments during the meeting. Dan Poston stated that this was a little unusual. Bob Buck stated that it is allowed in the Open Meetings Act. It was allowed without further comment.

**Treasurer's Report**

See included reports April 2024.

Janet Miller stated we had a loss of \$51,654.47 Due to contract service repairs.

Janet highlighted the following outgoing payments:

- Maquire Iron for repairs at the Finch Plant in the amounts of \$16,706.38 and \$28,662.38.
- RGB Services in the amount of \$ 5,977.88. This was for the Stringtown Main repair.
- A couple of payments to Ardurra Engineering for \$1,170.00 and \$4,170.00.

There was a question about the USA Bluebook purchase for \$753.43, Kevin Ayers clarified that it was equipment that Michael Sowders purchased and the invoices are available for review.

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

## **Accounts Report**

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

For the account in arrears \$220.85, Kevin stated he has been in contact with the owner who doesn't know if he is going to keep the account or not. This is a longstanding account without a deposit. If the owner closes the account without settling the balance, the owner will have to pay that money to restore the service in the future.

When discussing water loss, Kevin called out the Stringtown leak. The Stringtown plant had a water loss of 35.26 percent. The leak was under asphalt and had to be dug up for repair.

Kevin notified the board that the Quarterly DLQOR was submitted to TCEQ, this is for the 2nd Quarter of 2024.

Kevin signed agreements with Texas Power Controls, Cope Engineering, and Maquire Iron. Harvey Young elaborated on a meeting with Cope Engineering and MGB. We received the engineering on the slab. Harvey received a bid today (5/13/2024), and sent it to Kevin, in the amount of \$8,000 to construct the 14' x 14'. Kevin asked if we were seeking additional bids. Harvey replied that Jonathan (Ardurra Engineering) submitted a bid for the engineering of the pad. Jonathan stated that the Ardurra Engineering bid for \$3,500 for the engineering for the concrete pad. Kevin clarified that he was asking if we were going to get more bids on the actual construction in addition to MGB. Jon Miller stated that any contractor selected must be able to read blueprints and understand the engineering. This skill is not common in many local concrete contractors. Jon has received some recommendations from Ingram Concrete. Jon Miller will go to the office and get the drawing, reach out to the recommended companies, and solicit bids to review next month.

Kevin reported that as of April 30, 2024, the lead copper service line inventory is completed and submitted to TCEQ. The deadline for this submission was October. There was the initial submission, some corrections requested by TCEQ. These corrections were made, and resubmitted. TCEQ accepted and approved the inventory.

David Reed moved to accept the report, seconded by Roger Mora. Motion carried with 7 positive votes.

## **System Operator's Report**

See included reports April 2024 Field Report.

Stringtown repair on 4/2 took 2 days, one to make the repair, another to backfill the hole and patch the asphalt.

Called out in the report was a developer wanting to put in 10 new smaller homes near the school. There will be 2 new meters installed. Jon Miller asks about anticipated water use. These smaller houses (1000 to 1200) are to be rented out by the school as part of the employment package.

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

## **Old Business**

Economic Survey – Business Services Company completed the survey the last weekend of April. The summary data is not completed yet. \$3000 has been paid out. Initial observations is that the median income is going to be around \$35,000, this should put us in the lower 50 percentile. Jonathan talks about how this survey goes to the application and ranking point when submitting. The last application scored 23 points, 97<sup>th</sup> in state, this may move us to 29<sup>th</sup>. Dan Poston asks if there are any suggestions as to what we can do for additional improvements. Jonathan can reshare the criterion to improve applications, and the fact that we are rolling over the application, the application gains points as it ages. Dan asks about if this gives us funding.

Jonathan says no, this is a principal forgiveness / low interest loan program. This survey opens the door to USDA and TDA grant programs that have the Low Median Income requirements.

Kevin reminded us that these are initial estimates and said hopefully next month we would have actual results from the survey.

Hydrological Study – Ardurra – Jonathan Teatattiller, presented data from the hydraulic study. Last summer, using pressure loggers at 14 points in the system, they created a hydraulic model of the water system. He then explained some of the data and suggested a workshop to go into more detail with board members who are interested in a more detailed examination of the data. The model was created and has demonstrated accuracy with the data readings.

A significant finding was that the Stringtown plant cycles 17 times per day. The biggest issue is that valves 51 and 5 are closed. The PRV is working at 56 psi, this meets the TCEQ requirement of 45-65 psi. Jonathan complements the operators on managing the valves to balance the pressure planes manually. Jonathan recommended replacing the gate valves with PRVs to make this automatic. Jonathan also expressed concerns about the situations where we have parallel mains.

Dan stated that when Michael Sowders returns from vacation, we will set up a meeting to discuss this study in detail. Kevin Ayers to collect concerns, questions, and issues and send them to Jonathan to make the meeting agenda more productive.

## **New Business**

Work Truck Tools. Kevin provides an exhaustive list of all the tools that are on the truck. Kevin added that most of the hand tools were purchased over the last 2 years. Invoices are provided for the larger tools that were purchased after the truck was bought. Except for a Meter Spreader tool that was bought 2 years ago, it is listed but the invoice is not provided. Dan asked how was the work getting done before these tools were purchased. Kevin said he didn't know exactly but that Michael did do significant work with his personal tools, and a lot of the tools on the list, we have had for years.

There was no new business not included on the agenda

Janet Miller moved that the meeting be adjourned. This was seconded by Roger Mora. The motion carried with 7 positive votes.

Meeting Adjourned at 6:45 PM.

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