

Double Horn Creek Water Supply Corporation

Open Meeting Minutes

Board of Directors

June 15, 2016

Directors Present: Glen Zoerner, Neil Stegall, Terry Kennedy, Scott Crouch

Absent: Basil Bigbie

And Jane Butler (Assistant Secretary-Treasurer) and Brent Taylor (Operator)

Visitors: Paul Graeber

- 1) Glen called meeting to order at 7:00 PM.
- 2) Summary of meeting notice given – no objections. Now being posted to web site.
- 3) Paul Graeber, fire chief of Spicewood VFD-EMS, gave a presentation requesting a 6” line for a fire hydrant from the water distribution center to provide 30 to 40,000 gallon tanker fill up in case of fire in DH. Lengthy discussion followed concerning use of large holding pond (in same area) and/or use of pool water for same purpose. The Chief will check the distance from road to pool for emergency use and board will make final decision at next meeting.
- 4) Scott motioned and Neil seconded recommendation for approval of 4/11/16 board minutes – unanimous approval by board. From this meeting on minutes will be submitted to board members for review within 7 days of meeting, any changes will be made, and approved minutes will be posted to web site within two weeks of meeting.
- 5) Financial statements for April and May were discussed and approved by board. Glen noted our cash assets of about \$250,000 and decision was made to review future needs five to seven years out.
- 6) Scott motioned and Neil seconded recommendation for approval of monthly payment to Spicewood Utility of \$2,569.29 and payment of tank refurbish of \$17,740.00 - unanimous approval by board.
- 7) Brent reported:
 - a) Chlorine change over completed 6/14/16 – Self-contained Breathing Apparatus (SBA) on order.
 - b) He will present a formal maintenance plan next meeting for the remainder of year.

Double Horn Creek Water Supply Corporation

Open Meeting Minutes

Board of Directors

June 15, 2016

c) Usage and well depths for April and May posted in google drive board package.

d) Lightning rendered Well #2 automatic control non-operational. As the current control equipment is obsolete, Brent presented a quote from Trac-N-Trol of \$17,850.00 to repair and upgrade all controls on all wells and plant. The new equipment is fully programmable to provide operational flexibility. Glen motioned and Scott seconded that we accept the quote, with the following changes: 1) no work on well one (\$1,975.00) at this time and 2) add in surge protectors for all wells. Unanimous approval by board to proceed with repair.

8) Board updates:

a) Neil reported spread sheet done and a 3rd quote is coming on D & O Insurance.

b) Scott reported that a review of TCEQ rules gave very little flexibility on running of surface water wells. The board agreed to have South West Engineers draft a letter to TCEQ, explaining our plan to run wells 1, 2, and 3 thru filter cartridge with monitoring at least once per week, but not more than 2 to 3 times per week. If TCEQ accepts this plan, we will meet with them and firm quotes on costs. At this time looking at about \$20,000 for monitoring equipment and \$7,500 for filtration system.

c) Glen reported that Basil has signed up David Reddrop CPA and is looking for a 3rd for internal audit review. A couple of names were discussed and Glen will pass them on.

d) Board will review additional changes made to Tariff section concerning water restrictions and will vote on those changes next meeting (changes located in google drive governing documents).

e) Jane reported still missing 10 CCCP forms. Glen assigned two names to each board member for them to make personal contact and get the forms in by next meeting.

9) 2017 budget discussions:

a) Glen and Brent recommended we replace the small storage tank in winter 2017 (EST: \$40K to \$45K)

b) Glen initiated a discussion about a backup generator with automatic transfer (EST: \$30,000), a portable generator for well #3, and a manual transfer switch at \$1,700. Board agreed to have a \$10,000 maintenance line in 2017 budget.

10) Request for fire hydrant see note #3.

Double Horn Creek Water Supply Corporation

Open Meeting Minutes

Board of Directors

June 15, 2016

11) Question from realtor (lot 13) concerning landscaping and DHCWSC water main right of way. Board agreed that owner can landscape, even pour a driveway over water main as long as they assume responsibility for repair if DHCWSC needs to work on water main.

12) Board agreed that a letter be sent to Mark Zeppa, affirming his desire to continue as Agent of Record. The Board agreed that Mr. Zeppa should be compensated for his time and expense.

13) Marble Falls and Summit Springs CCN changes were discussed. The Marble Falls CNN change is generally good news for DHCWSC.

14) Glen announced a water conference was available on 8/9 and 8/10/16 in Austin.

15) Next meeting set for 7/20/16 at 7pm

16) Scott motioned and Neil seconded meeting adjourned at 9:05 PM.



Terry Kennedy
Secretary-Treasurer



Glen Zoerner
President