

DIAMOND HEAD WATER SUPPLY CORPORATION
28717 Waikiki Lane, Montgomery, TX 77356
<https://diamondheadwatersupplycorporation.com>

Water Board Monthly Meeting Minutes:
Monday, April 14th, 2025 @ 7:00 P.M.
Diamondhead Clubhouse

Board Members:

- Ray Leon, President: Present
- Charlie Michalak, VP: Present
- Carol Fine, Treasurer: Present
- Dean Kisseberth, Director: Present
- Eddie Hudson, Director: Present
- Cami McSween, Secretary: Present
- Jerry Yanello, Director: Present

Guests: No guests.

Sign-in sheet available.

The meeting commenced at 7:02 pm in the clubhouse. The previous monthly meeting was held on March 10th, 2025.

Agenda:

1. Welcome and Call to Order

The meeting was called to order by President Ray Leon.

2. Quorum established

All board members present

3. Review of March 2025 Meeting Minutes

The monthly minutes were motioned for acceptance by Ray Leon and seconded by Charlie Michalak.

4. Review of March 2025 Treasurer Report

4.1 The monthly treasurer report was motioned for acceptance by Charlie Michalak and seconded by Ray Leon.

4.2 Financial approval requests – Approx. \$65.00 for Water Plant maintenance supplies. Ray purchased and placed hooks to support electrical cables inside Water Plant Control Room. Also power washed lift stations with detergents to remove algae.

5. President's Monthly Notes/ Deliberations

5.1 Annual Meeting of Diamond Head WSC review and recommendation. Ray discussed with POA President (Donny Savoy) and Secretary (Wanda Ruthstrum) to consider subsequent Water Board annual meeting following POA annual meeting.

All concluded that this was a good idea for residence ease of attendance. **VOTE** conducted with Water Board. All Water Board members voted in agreement to schedule Water Board annual meeting to follow POA annual meeting. This is dependent on Bylaw change and resident vote.

- 5.2 Water Plant Property Deed Transfer to Diamond Head WSC. Charlie Michalak and Cynthia Johnston to sign with notary in order to transfer legal deed with attorney. Cost approximately \$2,000.
- 5.3 Article of Incorporation – Flood Control and Regency Point Voting Rights is under review and updating with attorney.
- 5.4 Dean Kisseberth spoke at Regency Point’s Annual Meeting. He discussed with residents the \$50,000.00 spent on lift station repairs from grease and “flushable wipes”. He further elaborated on the “3 P’s” only to flush. His discussion was greatly appreciated by Water Board.

6. Water Wells Well

- 6.1 Lone Star Groundwater Conservation District permit for Well #2 is pending. Ray attended meeting with LSGCD on April 4th, 2025 to discuss approval status. LSGCD executive board to review application in May.
- 6.2 Lone Star Groundwater Conservation Old Well #1 (4-inch casing). Pending removal from LSGCD operating permit.
- 6.3 TCEQ Well #3 (5-inch casing) Not registered with TCEQ. Reverse engineering submittal package is required to register. Sanitary Control Easement required as part of the submittal package. Estimated timeline to start process - April/May 2025.
- 6.4 Water Plant Sanitary Control Easements from property owner’s update. Wanda Ruthstrom from POA, Ray and Cami have discussed easement information and restrictions with applicable residents. While continuing to make progress with residents, there is a question about land owned at time of Water Plant development composing land SE of Plant. Charlie Michalak to follow up with Sitech Engineering to request documents regarding original land owners. We drafted a refusal letter if required. Any resident who refused Water Plant easement will receive a certified copy of refusal letter and allow 30 days to respond in compliance with TCEQ regulations.
- 6.5 TCEQ Water Plant operational manual revision pending by Hays. Ray is working with Phillip and Bryan. He has provided lengthy corrections and documentation to support their TCEQ compliance.

7. Operations

- 7.1 Water and sewer main underground drawings review requested by Ray. Hays continues to avoid review of available documents.

8. Old Business

- 8.1 Diamond Head WSC By-Laws review and revision to be conducted at May 2025 meeting. All board members have electronic copy of by-laws to review prior to meeting. Of note, revisions to consider are board members expiration dates to enable overlap and change date of annual meeting to provide for ease of resident attendance.

9. New Business

- 9.1 Water Board has historically paid the POA a rental fee for clubhouse use of \$75.00. It was later requested on July 10, 2013, letter written by Charlie Michalak to dissolve the agreement

between Diamondhead POA and Diamond Head WSC. Ray has created a formal request to terminate the original agreement date July 10, 2013 between Diamondhead on Lake Conroe and Diamond Head WSC. Agreement to be presented at April POA meeting for approval.

9.2 Water Board is ready to address concerns with lift station expenses and has agreed to request Sitech Engineering to provide technical support on upgrade to South lift station. Charlie will obtain contact Sitech regarding being **Engineer of Record** (EOR).

VOTE taken: All board members agreed to proceed with engineering support for South Lift Station update to help stem expenses from “flushable wipes” and grease.

10. Open to Public Comments

None

11. Adjourned time 8:32PM. Next meeting May 12th, 2025.