

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

**Water Board Monthly Meeting Minutes:**  
**Monday, October 14, 2024 @ 7:00 P.M.**  
**Community Clubhouse**

**Board Members:**

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

**Guests:** Becky Radcliff, James Hudspeth, Donny Savoy, Freddie Munez, Steve and Wanda Ruthstrom, Robert Pemberton and James Henry.

*Sign-in sheet available.*

The meeting commenced at 7:00 pm in the clubhouse. The previous monthly meeting was held on September 9th, 2024.

**Agenda:**

- **Welcome and Call to Order**  
The meeting was called to order by President Ray Leon. Quorum was established.
- **Review of September 2024 Meeting Minutes**  
The (revised by Ray Leon) Monthly minutes were motioned for acceptance by Charlie Michalak and seconded by Dean Kisseberth.
- **Review of September 2024 Treasurer Report**  
The monthly treasurer report was motioned for acceptance by Charlie Michalak and seconded by Dean Kisseberth. Of note, SJRA completed their refund to Diamondhead WSC.
- **Hays Utility Invoice Reviewed**  
Motioned to accept invoice by Charlie Michalak and seconded by Carol Fine.
- **President's Monthly Notes/ Deliberations**
  1. AWBD (Association of Water Board Directors) 101 Workshop
    1. Texas Open Meeting Act: Resident confidentiality
    2. Regulatory Compliance: TOMA and TPIA Training for all Water Board Members.

2. EPA (Environmental Protection Agency)- Get the Lead Out Initiative
  1. Diamondhead WSC copper / lead service line inventory/database was completed and submitted on October 11<sup>th</sup> 2024 by Hays to EPA.
  2. Four service lines were reported positive for copper. Three of four have been replaced. One is scheduled for October 14<sup>th</sup>. One additional resident reported positive for copper on household side.
3. Hays Utility Contract Exhibit "A". Signed and filed.
- 4) AIA Insurance Property Coverage revision.
  - 1) Determine replacement costs for all assets to update coverage.
5. Potable Water Wells
  - 1) Data collection from TCEQ, LSGCD and Weisinger on existing wells. Well #1 is formerly Well #3. This 2001 Well is not submitted to TCEQ. We will report this well to TCEQ in our October 2024 report. Storage Tank 88,000. Look into if actual number is 60,000 as recorded now (water level).
  - 2) Well #1 Bids (updated)
    - a) \$42,000: No casing replacement, upgrade to 10 HP pump (present pump is 5 HP).
    - b) \$147,000: Redrill new well. 450' Galvanized, 6", 15 HP.
    - c) \$193,000: Gravel Pack, Galvanized, 6", 15 HP.
  - 3) G-M Services: Well testing and approval are required. We Last tested in 2013/2014. Approximately \$1,000 cost.
  - 4) MUD #4: Consider interconnecting with this district. Compare what we charge for 10,000 gallons.

**MOTION:** Move forward with GM-Services well testing by Charlie Michalak and seconded by Cami McSween.

**MOTION:** Move forward with query into interconnecting with MUD #4 cost analysis by Charlie Michalak and seconded by Cami McSween.

6. Drought Contingency Plan
  1. Ray has reviewed our drought contingency plans. We will need to Remove Diamondhead Water and Sewer Water Supply System and change to Diamondhead WSC.
  2. Stage 3 goal: Achieve a 30 percent reduction in total daily water demand.
  3. The goal is to decrease water usage in a drought. Ray is comparing with other districts prior to completing this document. We will acquire professional assistance if needed and the finished Drought Contingency Plan will be presented to the residents of Diamondhead WSC.

## 7. Operations

1. Portable Generator: Diamondhead WSC owns generators. Hays Utilities conducts monthly tests. We provide fuel but Hays will also fill up when they are using equipment during power outages. Propane is 50 % full on generator tank.

\*Carol will call and schedule propane delivery for generator and regular propane tank.

2. Work Order processed to Hays Utilities:
  - I. Replace damaged water meter box at clubhouse.
  - II. Replace broken manhole concrete casement at 14541 Diamondhead N.
  - III. Replace Water Well #1 damaged pressure gage.
  - IV. Tree cut down on September 16, 2024- growing over perimeter fence.
  - V. Reduce Matt Little's water meter to 1 inch. Further investigate, by Hays and relocate if needed to his property.

### New Business:

- 1) Discuss with Hays to update and revise their operational manual for Monitoring and Testing.
- 2) Proceed with GM Services Well Testing to assess well status.
- 3) Discuss with MUD #4 costs associated with connecting to their well. Compare with 10,000 gallons price as baseline.
- 4) Fill propane tanks.
- 5) Discuss capital expenses while reviewing Hays Utilities bill at meetings. Begin 1/2025 to create a more detailed capital expense document.
- 6) While improving, continue to monitor lift station. We spent \$50,000 + on lift station pump failures. Lift stations require updates to include rails, consider grinding pumps/ screens.
- 7) Drought Contingency Plan: Update and present to residents. This plan should decrease water use during a drought. Also, consider the effect of water triggering stages on residents who have second homes here or travel often.
- 8) Electronic water meter replacement is scheduled to be completed this year. 5 meters left to date. Estimated cost is \$52,185

### Public Comments:

- 1) James Hudspeth: How long will emergency generators run. Water Plant generator runs on propane and portable lift station generators run on gasoline and/or propane. We keep fuel at the ready. We successfully powered Diamondhead WSC residents throughout Hurricane Beryl.
- 2) James Henry: Has the board considered solar panels? The board discussed to look into solar panels.
- 3) Donny Savoy: Inquired about Hays charges. Board discussed that we are required to utilize a water utility company for oversight. He further asked if there would be stand by charges associated with interconnecting with MUD#4. The board discussed the priority to assess all charges prior to making any decisions. Donny Savoy asked about generator logs. The board

discussed that Hays Utilities tests the generators on a monthly basis and documents in their logs.

- 4) Becky Radcliff: Requests that the bylaws are updated. The board reported that this will be updated.

**Operations Update:**

- Pumped VS Billed: 98.96%
- GPM #1: 59, GPM #2: **140 (Monitoring Well #2 for decrease).**

**Next Meeting:** Scheduled for 7:00pm on November 11th, 2024 at Diamondhead Clubhouse.

**Adjournment:** The meeting adjourned at 8:24 pm on October 14th, 2024, after a motion to accept by Dean Kisseberth and seconded by Carol Fine.