

## Leroy Tours Gerald Water Supply Corporation Monthly Board of Directors Meeting

August 10<sup>th</sup>, 2023 @ 7:00 pm

### 1. Determination of Quorum, Call to Order

Meeting called to order at 7:00 p.m. Present: Robert Polansky, Dennis Debbendener, John Simcik, Cheri Beuerlein, Cole Canady, Lyn Middleton, Stephen Symank, David White. Also present: Mr. Davis, Mrs. Delgado and Mr. Miles  
Absent: Don Ramsey

### 2. Hearing Members/ Visitors concerns

3 minutes per person – None

### 3. Review, Discuss/ Take actions on minutes from July 13th, 2023 Board of Directors meeting

Mr. Simcik moved to accept the meeting minutes as written for July 13th. Mrs. Beuerlein seconded. All in favor. Motion passed. Mr. Middleton moved to accept the meeting minutes as written for July 18th. Mr. Simcik seconded. All in favor. Motion passed.

### 4. Review, Discuss/Take Action on any item regarding monthly reports

- a. Director Report - Mr. Polansky went over the report with the board.
- b. Financial Reports - Mr. Simcik went over the P&L & accounting sheets. Discussed three CD's that will be renewed this month.
  - i. Equity Account Replenishment- Mr. Simcik discussed the Equity account covering the Bode Plant repairs. This will deplete most of the reserves in this account. The best way to replenish this account will need to be addressed. TRWA suggested to wait to get the insurance claim amount, then make the necessary adjustments to the rates to replenish the equity account.
- c. Office Manager Report - Mrs. Delgado – There were 38 late notices having an outstanding balance of \$ 10,971.29. July was spent reviewing the Drought contingency plan. Working to get the information out to the members regarding the Bode Plant going down. I sent out on the Alert system that we were in Stage 5 along with several updates; this was also mailed on the back of the billing statements, I posted the information on the building and @ the post offices for Leroy and West, Mr. Davis at the Elm Mott post office, along with putting it on Facebook. We need to find a way to get more members signing up for the alert system. Waiting to hear back from the insurance adjuster. Discussed contacting News stations on procedures to get specific alerts on their platform. After business hours today we received another letter from Windsor Chase attorney's regarding Janke Loop. This has not been reviewed.
  - i. New Memberships- One hydraulic study is currently with the City of Waco, after 30 days the engineer will review. A current member has made application along Grellhesl to add 4 meters, this will be two duplexes.
- d. Field Manager Report- Mr. Davis – In June 39 Work Orders were issued. Water loss was 18.63 %. Checked for leaks around the system while driving found two. Worked with Mr. Hand to help with the Bode Plant after it went down. There was water loss due to the heat and shifting dirt. The office lights were all changed out to LED, the generator works and has been tested.
- e. Operational Report- Mr. Hand – TCEQ contacted Mr. Hand about the Stage 5 Alert to question the reason for this stage. The wire must have gone bad at the Bode Plant, which could have caused a mechanical breakdown. Chalk Bluff has switched out their meters and now has a stock pile of the meters LTG uses. They have agreed to sell half to LTG for cost. Bode Plant lab work came back that we were good to put the Plant back in service. Mr. Hand went over the repairs that were done at the Bode Plant. Pure Water interconnect meter was not working properly. Work had to be done to open the interconnect. Unclear at this time who pays for the work and replacement of this meter. Discussed how much water was used while connected to Pure Water. Also, the interconnect emergency water rates between Pure and LTG are in question and need to be reexamined. A large leak on 308 and Altus was repaired, they will be scheduling the line extension work there soon, must first coordinate it with another company that must be there as the work is being done.
- f. Engineering Report- Mr. Hays - Surveyors are still processing data for delivery of preliminary survey files. While waiting on this data we have begun preparation of the specifications for the AMR project.

Details regarding the new accessible parking area on the east side of the building. You are only required to have one accessible parking space and it must be a van accessible space. A/C unit, main light switch, sink, mirror and bathroom handle will all need minor adjustments. Mr. Simcik requested if there are any grants that come along that fit LTG's needs now or in the future please keep us informed. Mr. Hays let the board know there is nothing at this time. But LTG could work with McLennan County to have them sponsor LTG in the future when something is available. Recommends a new door to open outwards and be hinged on the right.

#### **5. Review, Discuss/Take Action on any committee updates**

- a. Director informational packet- MR. Canady said there has been no meetings yet.
  - i. Publicly critical bias from a committee member- The board reviewed Mr. Bakers critically biased newspaper article and deemed the action unbecoming of a member of a committee tasked with informing new directors of their fiduciary duties. Mr. Simcik moved to remove Ms. Baker from the committee. Mr. White seconded the motion. All in favor.
- b. Employee Relations- Mr. Debbendener informed the Board the committee has the handbook and evaluation forms ready and these will be emailed to all Directors to review. If any suggestions could be emailed to the office by September 1<sup>st</sup>. to be discussed at the next meeting.
- c. Field Manager Selection- The committee reviewed three resumes, held interviews with two of the most qualified. One candidate was present and spoke briefly with the board.

#### **6. Review, Discuss/Take Action on any items listed under New Business**

- a. Appoint Credentials Committee- Mr. Simcik, Mrs. Beuerlein, Mrs. Oszust and Mrs. McDaniel
- b. Appoint Drought Contingency Plan Update Committee- Mr. Polansky, Mr. Simcik and Mr. Symank
- c. Waco Water Advisory Committee Information- Mr. Simcik is a member of this committee. Mr. Simcik reported that the past few discussions were regarding drought contingency plans and the need for more water. They have also discussed the City of Waco's drought contingency policies for the cities that have contracts to receive water from the city of Waco.
- d. Water Rate Workshop Information- Mr. Simcik, Mr. Debbendener and Mrs. Delgado attended a workshop on Setting the Right Rates for your system. Mr. Simcik reached out to the presenters to see if we could receive help.
- e. Sale and removal of pipe at Plant 5- Mr. Polansky recused himself from this discussion. Mr. Debbendener had the floor. Mr. Debbendener Discussed with the board that we had received One Bid for the purchase of the pipe at Plant 5. This pipe had been pulled and deemed no longer useable in the Well. Mr. Middleton moved to except the offer as it included the removal of the pipe from Plant 5 at their cost. Mrs. Beuerlein seconded the motion. All in favor. Motion passed.

#### **7. Review, Discuss/Take Action on any items listed under Old Business**

- a. EPA update- Mr. Polansky read the new EPA Administrative Order.
- b. PUC update- The PUC staff have completed their review and have requested more mapping to be done. Due date is August 28<sup>th</sup> to file. Mrs. Delgado has spoken with the PUC regarding the mapping and they believe this is the last mapping change needed. All other requests have been met.
- c. Bode Plant Lessons Learned – What went right? What went wrong? How can we do better?  
Mr. Simcik – What happened? - The pump went out, delay of parts (not in our control), Crewman injured (not on LTG), brand new wire insulation was bad. To ensure equipment stays under its Warranty and is confirmed in working order, LTG does not keep this type of equipment in stock. We also have no ability to store any large pieces of equipment inside like pipes, well pumps, motors along with large quantities of wire. Received many calls from people with these questions we will try to address tonight.  
Mr. Polansky -What could we have done? – When do we start finding this equipment, when it's close to the expected life span.  
Mr. Hand – The vendor knows and keeps their information up to date.

Closed regular session

#### **8. Closed Session -**

Call to order was 8:50 p.m. Closed session Adjourned 9:10 p.m.

Opened regular session

**9. Action on topics discussed in closed session**

Mr. Simcik moved to give the Board President permission to offer the selected candidate the terms of employment. Mrs. Beuerlein seconded the motion. All in favor. Motion passed.

**10. Review Directors' topics to be considered for future meeting's agenda**

- a. ADA requirements plan of action, take bids
- b. Discuss plans on how to replenish the Equity account
- c. Discuss changes for the cost of the Equity buy-in
- d. Appoint Budget Committee
- e. Service agreements to be signed yearly
- f. Need for new office equipment
- g. Review arsenic reduction construction specs

**11. Adjournment**

Mr. Canady moved to adjourn the meeting. Mrs. Beuerlein seconded. All in favor, the motion passed. Meeting adjourned at 9:23 p.m.