

Leroy Tours Gerald Water Supply Corporation Monthly Board of Directors Meeting

January 11th, 2024 @ 7:00 pm

1. Determination of Quorum, Call to Order

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

2. Hearing Members/ Visitors concerns

3 minutes per person – None

3. Review, Discuss/ Take actions on minutes from December 14th, 2023 Board of Directors meeting

Mr. Middleton moved to accept the meeting minutes as written. Mrs. Beuerlein 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. Mr. Polansky asked Mr. Oszust about the water loss. Mr. Oszust only know of the Janke Loop leak. But Plant 1 has been leaking and Plant 5 at the cooling tower. But without measuring it I can't account for it. Mr. Hays also discussed water loss and ways to get better and what you want to look for. Meters are going to be replaced in the USDA project, at about year 10 they are not as accurate, leaks are hard to gauge their water loss, but all flushing that is done should be metered and accounted for. Will send information to the office that could help.
- b. Financial Reports - Mr. Simcik went over the P&L & accounting sheets. 2 of the CD accounts will be renewed at 4.59% for 5 months.
- c. Office Manager Report - Mrs. Delgado – There were 35 late notices having an outstanding balance of \$ 10,416.49. There was an issue with the Post Office delivering these, a lot of people did not receive a statement for this month's bills. Contacted Duff engineers to check the progress on the PUC order, it is not ready at this time. Contacted Mr. Miles asked him to please request an extension. The annual meeting notice was sent out on post cards this year. Worked on a few different projects, preparing the office for 2024.
 - i. New Memberships- None
- d. Field Manager Report- Mr. Oszust – Total Work Orders 10. Leaks with water loss: On this month's Report - Janke Loop had a large leak this was hard to find. Hand Plumbing found in a creek bed and made the repairs. Water loss was 44.00 % for December. Mr. Oszust and Mr. Simick went to Whiskey Hollow and Leroy Plants to set up the generators & heaters also tested all the equipment. The propane will be delivered and ready before the cold snap. Also, Pure Water had their Air Compressor stolen along with other items, LTG gave the backup air compressor to them. Pure water did replace it. Get generators moved back to LTG as soon as the weather clears.
- e. Operational Report- Mr. Hand was absent- no updates. Mr. Polansky asked Mr. Oszust & Mrs. Delgado about the water loss or any other updates Mr. Hand would have had. Neither had heard from Mr. Hand.
- f. Engineering Report- Mr. Hays discussed with the board where we are in the USDA project. There will be more details coming out soon. We are at 30 to 40% complete. Today was spent driving the system with Mr. Oszust going over the site details making sure everything is accurate with the layouts for the transmission line. Reviewing what is along both sides of the road to help decide line placement. Will need to get with Mr. Hand to go over existing lines. Will work with Mrs. Delgado on the easements. We are on target with our schedule of April design completion. Mr. Simcik asked when an update would go to the EPA. Mr. Hays will be sending the EPA details on where we are in the next quarterly report. Mr. Simcik asked about the generator for Plant 1 & the office. Mr. Hays informed the board he was looking into this.

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

- a. Director informational packet- Mr. Ramsey informed the board he let Mrs. Delgado design and complete the packet. Mrs. Delgado presented the completed packet to the board for review. The packet was renamed Director Manual. All the packet information was changed from being an index list of items to becoming a director's manual.
- b. Employee Relations- Mrs. Beuerlein reported the handbook and time sheets were completed.
- c. Credentials Committee- Mr. Simcik announced the committee duties were completed.
- d. Drought Contingency Plan- Mr. Polansky informed the board we have not received the plan from the City of Waco. Mr. Simcik confirmed it should be ready in February.
- e. Budget Committee - Mr. Simcik went over the budget with the board. Mr. Simcik discussed with the board the need for new computers. The board discussed the need to raise the base rate to fit the increases shown in the budget on the operational costs forecasted. Mr. Simcik moved to accept the budget. Mrs. Beuerlein seconded the motion. All in favor. Motion passed.

- f. Design & materials specs- Mr. Oszust informed the Board he was working with Mr. Hays to set up and start outlining a required specs list.

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

N/A

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

- a. EPA update- N/A
- b. PUC update- Mr. Miles informed the Board he requested an extension. This was approved until February 9th, 2024. Engineers will need to rename the CCN application. Mapping the system is still in progress. If this is not ready, we can request an extension.
- c. Janke Loop Improvements- Nothing to report at this time.
- d. Pure Water agreement- Mr. Polansky informed the Board that Pure Water had a meeting this month. They requested what our price was calculated as. Mr. Polansky will be emailing Pure Water once he has the calculations.
- e. Rate calculations- Discussed in the budget committee section.

8. Closed Session

N/A

9. Action on topics discussed in closed session

N/A

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

- a. Base Rate increase
- b. Contact Jurgensen Pump

11. Adjournment

Mr. Middleton moved to adjourn the meeting. Mrs. Beuerlein seconded. All in favor. Motion passed.
Meeting adjourned at 8:03 p.m.