

Leroy Tours Gerald Water Supply Corporation Monthly Board of Directors Meeting

July 13th, 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, Don Ramsey, Stephen Symank, David White. Also present: Mr. Davis, Mrs. Delgado and Mr. Miles

2. Hearing Members/ Visitors concerns

3 minutes per person – None

3. Review, Discuss/ Take actions on minutes from June 8th, 2023 Board of Directors meeting

Mr. Simcik 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.
- b. Financial Reports - Mr. Simcik went over the P&L & accounting sheets.
- c. Office Manager Report - Mrs. Delgado – There were 46 late notices having an outstanding balance of \$ 11,258.35. Had a meeting with the engineer, to review easements we have on file and ADA requirements. Mr. Hays is looking into some of the older easement language and believes the newer used version should be fine. Mr. Hand and I met with the TCEQ inspector on June 22nd. to go over the list of groundwater required documentation on the facility and do the Plant inspections. We had all required documentation. 2 suggestions were made, 1) start working on updating the drought contingency plan, plan should be updated every 5 years, 2) add the running time at each valve to the flushing logs. When updating the drought contingency plan, as per the contract with the City of Waco, LTG will need to have plans to be consistent with and as stringent as Waco's adopted plans. These will be shared with the City of Waco and adjusted as needed. The website has been updated to show we are in a Stage 1 drought contingency. Something was taken from the wall by the door. I simply ask that if you would like a copy, you request one from me. What's posted on the walls is for LTG members and belongs to LTG Water Supply. Mr. Polansky informed the Board that just because they are on the Board does not mean they have access to take anything from the office. Mr. Ramsey told the Board he took the paper and give it to the attorney. Asked him to look into it.
 1. 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 27 Work Orders were issued. Water loss was 11.70 %. Checked for leaks around the system. A few leaks were found in some cornfields. Working with members on various issues. Received Hand Plumbing's New Rates can go over if there are any questions.
- e. Operational Report- Mr. Davis- Plant 1 was down, repairs have been made and the plant is running. They had to do a lot of flushing after the repair. The property on 308 that has a leak, will be next on the list of repairs. A pump truck, fiberoptic people and Hand Plumbing have to be available to complete the extension of the line in this area. It has been very difficult to get all to align.
- f. Engineering Report- Mrs. Delgado read the report- In the past month we have:
 - Submitted monthly updates to McLennan County for the ARPA funding and the EPA for compliance purposes.
 - Attended the McLennan County water resources group meeting to receive updates on county wide water resources planning efforts.
 - Met with City of Waco staff to discuss their requirements and recommendations for the Plant 6 improvements.
 - Completed the USDA ADA checklist.

Our surveyors are still processing the on-ground and drone topographic survey data to complete the full topographic map. Upon receipt of this map, we will begin our design layouts on the various project elements. On the USDA ADA checklist, there were a few items that will require correction. Most are minor issues associated with doors, restroom

sink, and restroom door handle. As expected, the handicap parking and sidewalk are non-compliant and will need to be modified. There were also some items that were originally thought to be non-compliant, but there are some exceptions that are based on the construction date of the building. I need to review those in greater detail for a final determination. Since the handicap parking and sidewalk are connected, I will work up a proposed layout sketch and send it over in the next couple of weeks along with a completed and readable checklist (my notes are slightly illegible to others) and summary of items requiring correction/modification.

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

- a. Director informational packet- Mr. Ramsey informed the Board there is nothing to report at this time.
- 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.

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

- a. Field Manager position applicants- Mr. Polansky informed the Board there were 3 applications received. Email any questions you want the committee to ask during interviews by July 20th. The committee will need to have interviews done before the August 10th meeting. After interviews the approved candidates will be asked to come to the next meeting. Committee members will be: Mr. Polansky, Mr. Canady, Mr. Simcik and Mr. Symank. Pay range to consider will be discussed during a closed session.

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

- a. PUC update- The PUC confirmed LTG needed an agreement with Hilltop due to CCN overlap. This agreement was prepared by the attorneys and given to Hilltop. Hilltop reviewed and signed the agreement. Mr. Miles discussed the agreement with the Board. The board agreed Mr. Polansky sign the agreement. The attorney will file it promptly with the PUC. We will have until August 7th to complete the request of completing a deficiency in mapping and having a dual agreement with Hilltop WSC.
- b. ARPA update- LTG is still waiting to hear anything new about the funding for the generator.
- c. Adjourned 8:01 p.m.

8. Closed Session -

Call to order was 8:02 p.m. Closed session Adjourned 8:25 p.m.

Call to order of regular session 8:27p.m.

9. Action on topics discussed in closed session

No action taken from closed session.

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

Mr. Simcik suggested he present information on the Waco water advisory committee.
Updating the drought contingency plan.

11. Adjournment

Mr. Middleton moved to adjourn the meeting. Mr. Debbendener seconded. All in favor, the motion passed. Meeting adjourned at 8:30 p.m.