

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

June 8<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, Cole Canady, Lyn Middleton, Don Ramsey, Stephen Symank, David White. Also present: Mr. Hand, 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 April 13<sup>th</sup>, 2023 Board of Directors meeting

Mr. Simcik moved to accept the meeting minutes as written. Mr. Debbendener seconded. All in favor. Motion passed.

### 4. Review, Discuss/Take action on Director applications received, appoint new director

Mr. Symank abstained from this line item.

Three members applied for the Director position. Cheri Beuerlein, Robert Corley & Patty Symank. The Board reviewed all the candidate's information. Mrs. Beuerlein was present, she was asked a few questions. Mr. Canady stated that Mrs. Beuerlein is always at every meeting. Mr. Simcik moved to vote. Mr. Debbendener seconded. Mrs. Beuerlein- Simcik, Debbendener, Canady, White / Symank- Polansky / Corley- Ramsey Mr. Middleton abstained from the vote. Mrs. Beuerlein was then sworn in by the attorney Mr. Miles.

### 5. 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 & account balance sheet.
- c. Office Manager Report - Mrs. Delgado - There were 35 late notices with an outstanding balance of \$ 7,536.08. Worked on preparing all the required easements for the upcoming work with the engineer. Along with continuing to work on updating the operations manual. Made reference guides with important information to hang in each Plant. Received notification from TCEQ that we will be having an inspection in June. Started going over the check list of records required to be available at the time of the inspection.
- d. Manager Report- Mr. Davis – May there were 42 Total Work Orders completed. Water loss was 16.07%. Request to mark the water lines for the replacement of power lines came in. These lines were marked from Richter Rd. across Commerce over to Heritage pkwy going up into Tours. Will be going through the ADA guide to check for items that still need to be addressed.
  1. Repairs to the office- Air conditioner has been cleaned and the outside lines weather proofed. Bid to replace overhead lighting in the office came in at \$1,150.00.
  2. Office backup Generator- Bid came in at \$1,187.42. This work has been completed. Combined total for work will be \$ 2,337.42. Under the \$3,500.00 approved amount.
- e. Operational Report- Mr. Hand – Some of the water loss was from the Well at Plant 1 from the pipe blowing the hole. Also, overflowing cooling tower at Plant 5. The 308 leak is on hold until the Plant 1 pipe is fixed,

due to it affecting the Leroy area if Plant 1 is shut off. Discussed power issues still at Plant 5. Mr. Simcik found a controller that works with the generator. Working on making recommended fixes on the generator from the last inspection. Had the annual inspection for the Well meters. They are running at 99%. Have been asking our suppliers about residential radio read meters and what are the best. I have been told Ultra sonic run like master meters and are very accurate, long life about 20 yrs. Will discuss this more with engineer.

#### **6. Review, Discuss/Take Action on Engineering**

Mrs. Davis read the report- USDA Project - The project survey data is currently being processed by our surveyor. Once KSA receives the data we can begin our project design work. We are planning on setting up a kick-off meeting with City of Waco staff to go over our thoughts for Plant 6 site arrangement and to discuss any specific items we need to address from City of Waco. During that same timeframe we will have a meeting with your staff to discuss acquisition of easements for the pipeline that occurred prior to our engagement on the project and to go over the USDA ADA checklist (attached). This checklist is a USDA requirement to ensure your existing facilities are ADA compliant. Please note, any improvements required to address ADA compliance will need to be made with LTG funds. USDA funds cannot be used for ADA compliance improvements.

McLennan Co. ARPA Generators - LTG recently received an allotment from McLennan County ARPA funds for the purposes of installing generators to achieve compliance with the TCEQ Emergency Preparedness Plan (EPP). While we had originally included generators at Plant 1, Plant 4, and Plant 6 in the USDA project, this funding will allow for one of these generators to be funded with McLennan County ARPA funds in lieu of USDA funds. Based upon the costs in the USDA budget, and the fact that it can easily be separated from the USDA project, we feel the generator for Plant 1 is the best candidate for this funding. The USDA funds associated with installing the Plant 1 generator will be moved to the construction contingency item. I will handle all coordination with Terri Chenowith regarding this as it moves forward.

#### **7. 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 should have the handbook and ready for the Board to review at the next meeting possibly the wages.

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

- a. ARPA update- LTG was granted \$125,000 for the purpose of purchasing a generator. The engineer reported on this.
- b. PUC update- The PUC requested an extension that expires July 3th, 2023 to complete their assessment to decide if all submitted materials will be sufficient and close this docket or if more information will be needed.

#### **9. Closed Session**

N/A

#### **10. Action on topics discussed in closed session**

N/A

#### **11. Adjournment**

Mr. Debbendener moved to adjourn the meeting. Mr. Middleton seconded. All in favor, the motion passed. Meeting adjourned at 8.00 pm.