

Leroy Tours Gerald Water Supply Corporation Monthly Board of Directors Meeting

October 12th, 2023 @ 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: Mr. Davis, Mrs. Delgado, Mr. Hand, Mr. Oszust, Mr. Buenger & Mr. Miles & Mrs. Oszust

2. Hearing Members/ Visitors concerns

3 minutes per person – None

3. Review, Discuss/ Take actions on minutes from September 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.
- b. Financial Reports - Mr. Simcik went over the P&L & accounting sheets. Mr. Simcik informed the board that Citizens State Bank would write a letter stating they would cover any monies LTG has with them.
- c. Office Manager Report - Mrs. Delgado – There were 39 late notices having an outstanding balance of \$ 10,227.79. I have reached out to the Insurance Company and have not heard back they were out of the office. I am still working on the Credentials Committee packets & Budget committee packets. Working on the Lead Service Line Inventory. Johnny would like to start this work as soon as possible. I have spoken with Anna regarding the TWDB funding. This funding is not a grant we do pay this back with interest. The funding if needed, would be used towards the replacement of any pipes and/or other parts. We can pay Johnny as he completes each section, this would be broken into at least 3 sections, one this year and 2 next year. Again, this work must be submitted by October 2024. It is a long process for both getting each meter line classified and the data entry on each meter. The board discussed possible changes in the parameters of work required. Mr. Simcik moved to have conformation on what is required to be submitted. May need to have original bid pricing for the project adjusted. Mr. White seconded. All in favor. Motion passes. Mr. Oszust started training October 2nd. Spend his first week of training in the office. I have also worked on the line items under TxDot, Replenishment of Equity & PUC.
- d. Field Manager Report- Mr. Oszust – Total Work Orders 45, Leaks with high water loss: Ivy Lane, Heritage Parkway, Bluhm Road, Whiskey Hollow – digging from Power Company. Plant 1 – The New 8” pipe gasket may have failed; this will have high-water loss that will be in the October directors report. Water loss was 8.89 % for September. Training with Mr. Davis this week in the field, I was given the work phone and all the keys. Power went out at the office. First time running the office using the generator.
- e. Operational Report- Mr. Hand – Confirmed leaks on Ivy Lane, Bluhm Road, Heritage Pkwy & Whiskey Hollow. Plant 1- The newly repaired 8” pipe is leaking. Will put concrete under the elbow to stop movement. Leory Plant is down until parts come in. 308 project has been put on hold until Plant 1 is back up. Power at Whiskey Hollow has gone out multiple times. Sent Mr. Oszust to turn on the cross connect valve during the outage.
- f. Engineering Report- Mr. Delgado– The surveyors are still processing the data on the Lidar drone survey. The amount of data from this survey took more processing than originally expected. Mr. Hays is pushing them hard to get something to start his layouts, even if it’s preliminary. Mr. Hays has also begun preparing the technical specifications to get ahead on the schedule. Mr. Hays is also working this week and next to get monthly and quarterly updates to the EPA and McLennan County. And will be working next week to assist Mr. Miles with a response to the PUC on the CCN amendment.

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

- a. Director informational packet- Nothing has been done.
- b. Employee Relations- Mr. Debbendener informed the board they are still working with the attorney on wording. Mr. Miles gave the committee a copy of the handbook to review after changes. They will go over the handbook at the next meeting. Mr. Miles suggested because we are not a large company to keep things short & sweet.
- c. Credentials Committee- Mr. Simcik confirmed the election materials were updated for this year's election. Confirmed the Church had been reserved for the meeting night. Mr. Simcik moved to accept the election materials. Mr. Debbendener seconded. All in favor. Motion passes.
- d. Drought Contingency Plan- Mr. Polansky informed the board we have not received the plan. May be the first of November.
- e. Budget/Rates/Wages- Mr. Simcik and Mrs. Delgado have been working on getting all the materials ready for the committee to start working. The committee will meet soon.
- f. Design & materials specs- Mr. Oszust will be leading this committee.

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

- a. December monthly meeting options- Mr. Polansky discussed with the board having a Christmas party. Mr. Middleton moved to have refreshments during the meeting if anyone would like to stay for the party it will be held outside in the parking lot, BYO. Mr. Simcik seconded. All in favor. Motion passed.
- b. First meeting with TxDOT-TM2311- Mrs. Delgado- A representative contacted me requesting maps, names & numbers to prepare for the upcoming project on TM2311. I requested mapping from Duff, I reviewed the map and added all meters along this line. Requested information was emailed. On September 29th a meeting was held by TxDOT to review submitted information by those impacted by this project. I have started getting things ready to get the GPS coordinates on all meters and valves along with checking on easements. All this information will be sent to Duff as they will be checking this information to look for any over laps that could cause issues.

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

- a. EPA update- Nothing at this time.
- b. PUC update-Mr. Miles discussed the October dateline with the board. Mrs. Delgado reported. We received a new order from the PUC- The commission staff have made a request for information consisting of 3 questions. After talking with Mr. Miles, I contacted the PUC to clarify the requested questions, these questions are from 2020. I will be speaking with the financial department to go over these questions hopefully Friday. Spoke with both about addressing these questions. Mr. Hays will complete two of these questions #1. projected budgets, #3. what are the costs of project, Mr. Miles will answer #2. total cost of the project for capital improvements and that they are necessary. Mr. Miles will write the response letter answering the questions in sufficient detail. We have until October 31st.
- c. Equity Account Replenishment Plan- Mrs. Delgado informed the board that in speaking with TRWA again and going over the replenishment of the Equity account it was discovered the steps given last month were correct but incomplete when given to LTG. The Bylaws state the procedures LTG must follow when an insufficiency occurs during the year. This will need to be addressed again in January 2024 after the balance of the year has been calculated to determine operational deficits. Mr. Polansky went over last month's discussion, then read the section of the bylaws to the board that would need to followed. Discussed only property owners receiving this billing. Mr. Middleton moved to table this discussion until January. Mr. Simcik seconded. All in favor. Motion passes.
- d. Janke Loop Improvements- Mr. Miles stated Mr. Hays would be addressing the attorney regarding the hydraulic studies sent in.

8. Closed Session

Went into a closed session.

9. Action on topics discussed in closed session

Mrs. Beuerlein moved to increase the Office Manager to 20.38 starting in January, 2024. Mr. White seconded. The majority in favor. Mr. Ramsey voted NO. Motion passes.

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

Pure Water letter.

11. Adjournment

Mr. Middleton moved to adjourn the meeting. Mrs. Beuerlein seconded. All in favor. Motion passed. Meeting adjourned at 8:28 p.m.