

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

June 13th, 2024 @ 7:00 pm

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

Meeting called to order at 7:00 p.m. Present: Robert Polansky, Stephen Symank, John Simcik, Cole Canady@ 7:10, Lyn Middleton, Don Ramsey, Patty Symank @7:14, David White Also present: Mrs. Delgado, Mr. Oszust, Mr. Hand & Mr. Buenger Absent: Dennis Debbendener, Barry Hand

### 2. Hearing Members/ Visitors concerns

3 minutes per person – None

### 3. Review, Discuss/ Take actions on minutes from May 9th, 2024, Board of Directors meeting

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

### 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 & the accounting sheets.
- c. Office Manager Report - Mrs. Delgado –
  1. There were 26 late notices having an outstanding balance of \$ 6,465.24.
  2. Over May and into June I have worked on the PUC order for the CCN and the order about the rate increase.
    - a. CCN order had 627 mail outs that had to be broken down into the three septate notices. Printed one set of notices, stuffed and labeled them. Also used a printer to do the mass amount of printing & stuffing. Both Chet and I Labeled and sealed all mailouts. Emailed lists required of who received mailouts and copies of post marked form from the post office.
    - b. Collected multiple resources that were used to develop the 2024 rate change. Emailed everything to the attorney. Both projects took a lot of time to compile the information needed to be completed.
  3. We also had the computer installation done in the last week of May.
    - I. New Memberships- Nothing currently.
- d. Manager Report- Mr. Oszust –
  1. Field Man Total Work Orders given: Chet 8 / Johnny 2 / Barry 3
  2. No major leaks in May
  3. No flushing was conducted in May.
  4. We had several Power outages. The generator kicked on; adjustments must be made every time it kicks on. Fuel level is at  $\frac{3}{4}$  tank. The interconnect for Bode and Whiskey had to be used. This valve will need to be replaced.
  5. OSHA – Bids for compliance at the Plants - \$820.54 This will consist of fire extinguishers plus cabinets. Still looking into the other safety equipment. Mr. Simcik moved to approve the purchase of fire extinguishers at the plants. Mr. White seconded the motion. All in favor. Motion carried.
    - I. Inventory Management process- Nothing currently.
- e. Operational Report- Mr. Hand-

We had no major leaks. Scheduled work to be done on Kasberg to repair the interconnect. Will also be adding a flush valve on Leroy Pkwy. Will need to put out an Alert Friday for the work on Monday. The Bode Plant had some issues causing low pressure, so we opened the interconnect to alleviate the problem.
- f. Engineering Report- Mr. Hays-

The team is making a slight adjustment to the pipeline alignment between Bode Road and Whiskey Hollow Road. This is to show the new easement locations staying on one parcel, as opposed to splitting the

easement on two parcels, and to move the easement to a specific property. I asked them to get that to me prior to the meeting. The easement map sheet from the plan set was emailed to both LTG and Mr. Miles.

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

- a. Drought Contingency Plan- The approved Plan will be sent to the City of Waco for review.
- b. Design & materials specs- Mr. Oszust informed the board he has nothing new at this time.
- c. Work Order process- Nothing currently to report.

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

a. Fireproof Safe in the office- The Board discussed if the office needed a safe. Mr. Middleton tabled the discussion until we know how much needs to be stored to determine if the size or if a safe is needed. Mr. Simcik seconded. All in favor.

b. Public Announcement – Mr. Canady suggested that information on the rate increase, the water remediation project and the PUC orders be updated for the members. Places to put this for the members to see are the website, Facebook and ad in the paper.

c. Mr. Jones relocation of meter- The board and Mr. Hand discussed the location of the meter and the reason it should be moved from a ditch. This meter is in a bad location making it difficult to access. The old line has not been in use since the house burnt down years ago. Mr. Simcik made the motion to move the meter to the best location as per the operator. The homeowner will be responsible for running the new line.

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

- a. EPA update- Nothing to report.
- b. PUC update- Mr. Buenger explained the PUC mandated notices for our CCN updates that were just sent out. Mr. Polansky requested an update on the petition regarding the rate change and how much this could cost. Mr. Buenger informed the board it is too early to give a figure on the cost of the petition.
- c. Directors Manual- Mr. Ramsey went over the manual.
- d. Janke Loop Improvements- Mr. Polansky informed the board that the landowners would like to have a meeting with the officers to discuss what can be done to get water in their area. What will need to happen is the engineers and Mr. Hand will go over the details to upgrade the line as needed and then get bids.
- e. Pure Water agreement- Mr. Polansky informed the Board that the agreement has been signed.
- f. Plant Clean Up- Mr. Oszust and Mr. Hand will determine what is inventory and what can be removed at each plant. Mr. White moved to approve \$300.00 for someone to remove scrap & garbage. Mr. Simcik seconded the motion. All in favor. Motion carried.
- g. Signing limit & Credit Card limit- Mr. Polansky discussed the need to raise the limit. Mr. Symank moved to raise the limit to \$3000.00 with a soft limit of \$ 500.00 a month. Mr. Simick seconded. Majority in favor. Mr. Ramsey abstained. Motion carried.
- h. Flushing- Posted on Website in the resent News section.

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

- a. The Leroy Tours Gerald Water Supply Corporation reserves the right to adjourn into executive session on any of the items listed on this Agenda, if at any time during the meeting an item meets the criteria which allow for executive session under Texas Government Code, TITLE 5, SUBTITLE A. CHAPTER 551. Section 551.071 or Section 551.074

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

**N/A**

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

Nothing added

#### **11. Adjournment**

Mr. Middleton moved to adjourn the meeting. Mr. Canady seconded. All in favor. Motion carried.  
The meeting adjourned at 8:41 pm.