

**Oak Forest Water Supply Corporation
Regular Meeting 3740 Ranch Road 967
September 3, 2013**

MEETING MINUTES

Open Meeting 7:03 PM

Board of Directors – Dave Cowan, Nancy Ellsworth, Bryan LaRue, Rick Patty, Russell Taylor, Phil Suitt and Alice Colehower

To Approve:

- 1) Board meeting minutes – Cowan emailed draft minutes to the Board on September 3rd. After a review, Phil motioned to approve and Rick second the minutes from the August 6, 2013 meeting. The motion passed unanimously.
- 2) Treasurers Report – Russell emailed the report to the Board on September 3rd. Alice asked if the value of the loans was included equity of the system as seen on the report. It is not currently included, but Russell would include in future reports. After discussion about equipment and the need for a 5-year plan, Phil motioned to accept the Treasurers Report and Bryan second. The motion passed unanimously.

Opening Discussion

- 1) Water from Hays City - \$56.42
- 2) Utility Cost – \$548.68
- 3) Loan Payments – CRG Loan #1 was \$2,210.62, Loan #2 was \$516.06,
- 4) BSEACD Charges - \$1,278.75 for FY 14 Q1
- 5) TCEQ - \$0.00
- 6) Professional Services – \$1,693.32 for PGMS
- 7) Other –Nancy, Phil, Russell, Rick and Bryan will present Bob Davis with a \$100.00 gift certificate to Bordeaux’s Restaurant as soon as practical. The Board voted to approve the expenditure in August.
- 8) Profit – \$8,498.35

Old Business

- 1) Sanitary Easements - Work continues to get sanitary easements for the two lots closest to the OFWSC wells The properties belong to Nona Mason & Daniel Mendez and Brandy & Bryon Reed. Brandy Reed contacted Phil before the meeting to say that she received the documents and will let him know if they have any questions. No word from Mason/Mendez.
- 2) Bank draft payment – No activity.

To Discuss and Possibly Take Action On:

- 1) Early payment of the WSC loans – Discussion about the possibility of paying off the loans early led to a continuation of a 5-year plan discussion. Alice, Bryan and Rick volunteered to serve on a committee that will look into equipment and infrastructure needs and draft a 5-year planning document. No action was taken regarding the loan.

- 2) Conflict of interest forms – Phil asked all Board members to make sure to send him their signed forms as required by the State of Texas.
- 3) Web page – Still unable to post minutes or other updates to the web site. Phil will talk with Lawrence Salas to see if he can help.
- 4) Utility Update
 - a) Joe Vickers is meeting with Cotey Chemical and Ruby Ranch WSC to determine if coating the casing in our Trinity Well will reduce iron levels. Ruby Ranch plans to coat their Trinity Well and it may be cost effective to have Cotey apply coating to ours when they are working in the vicinity.
 - b) Phil reported that the Barton well was very low and was pumping only about 100 gallons per day for a period during August. By meeting time, water levels came up and pumping was around 4,000 gallons per day.
 - c) Phil and Lilly met with PGMS to discuss replacing meters and changing tariff charges. PGMS suggested that radio controlled/read meters would be more efficient (and more costly). They also said that they can run models to predict changes to member water bills based on changes to the tariff.
- 5) Public Comment for suggestions, proposals, or grievances – None
- 6) Close Meeting – Rick motioned to adjourn the meeting at 8:23 PM and Bryan second. Meeting adjourned.