Minutes of the

Oak Forest Water Supply Corporation

Board Meeting

Tuesday August 1, 2023

7:00 PM

AGENDA

Meeting was opened at 7:00 pm with Tony Blazi, Jonanna M. Terence Williams, Charles Rhea, Dennis Nihiser, Dennis Carroll attending. (Along with visiting resident- Phill and Lilly Suits, John Garza, and Perry.)

1. Opening Discussion
	1. Presidents Welcome
2. Approval of prior meeting minutes. Alan raised motion, Denis C seconded motion to approve previous meeting minutes from April – July. Unanimous vote for approval. Meeting minutes were approved.
3. Jonanna gives treasurer reports: July statements from PGMS not received so financial reports can not be completed. $183,000 bank balance.
4. Terence gave an update on the Mercer VFD Proposal. A variable Frequency Drive is a piece of electrical equipment that receives dirty power from PEC (unbalanced 3 phase voltage, damaging to motors) and converts it into clean power that will protect pumps and motors from early failure. Board recognizes a history of short well pump life, well pumps tripping off-line from unbalanced power, and recommendations from consultants to use VFDs to prolong well pump life. Mercer provided a proposal to install two VFDs for our two wells, engineered and installed and integrated with our control system for $11,900 complete. Board voted to accept and approved the Mercer proposal. Charles raised the motion and Denis N seconded. Board voted. Mercer VFD proposal was approved.
5. Terence gave an update on the Mercer “Engineering Report” proposal. The State of Texas Water System Inspector inspected our system and commented on the flow capacity of our booster pumps, The required flow is 2 GPM per house for a total of 2x118 = 236 GPM. The State inspector calculated our existing flow capacity at 95 GPM per pump for a total of 95x2 = 190 GPM. Terence contacted Mercer to inquire about technical solutions. Terence provided Mercer with “Pump Flow Curves”. Mercer performed engineering calculations and determined the State Inspector was incorrect in his assessment about flow capacity. Mercer proposed to write an Engineering Report (Stamped with Professional Engineering stamp) and if required perform a flow test to disprove the States concern and satisfy regulatory compliance issues for $2500-$3000. The Board motioned for a vote. The Board voted. The Mercer Engineering Report Proposal was accepted and approved.
6. The board discussed the Demotion Plan Document describing the scope, method and injury hazards associated with demolition of the old well Pump House. The existing Pump House is rotten, must be demolished, and will be replaced with a new building. Denis H made comments for improvements to the Demolition Plan. Terence agreed to rewrite and reissue to the Board for another round of review and approval.
7. The Board reviewed sketches for the new Pump House drawn by Terence. Some of the building features and design considerations were discussed. The board was assigned the task of deeper review, comment and acceptance of the building design to prepare for discussion and approval at the next Board Meeting. The Board is to consider increasing the width of the new Pump House.
8. Terence was assigned task of contacting the building contractor that built the Control Building. The Board determined that the Control Building Contractor would be the preferred contractor to demolish the old Pump House and build the new Pump House.
9. The board discussed and decided the next Board Meeting would be on August 15th to review and approve the new Pump House Design and Demolition Plan.
10. Terence talked about the Mercer project status. Mercer will issue an installation schedule upon receipt of the control cabinet and VFDs. Installation is expected to occur in September. (Pending leads time to procure VFDs.)
11. Board discussed possibility of Regulatory Authority declaring a Stage 4 Drought. This will permanently change our well permits from a “Conditional Class A” to a “Conditional Class B”. This will affect our pumping limits and graduated curtailment percentages. Tony contacted authorities to learn more about the legal limits if the stage 4 drought is declared.
12. Board decided to contact Elliot Ranch to request assistance to shut down our well for 2 weeks during September to install the new control system. Tony to contact Elliot Ranch for discussion
13. Perry mentioned HOA sprinkler watering neighborhood entrances. Board decided to give advice to HOA president to consider compliance to watering restrictions in accordance with current Stage 3 Drought restrictions.
14. Board noted that the Board nor PGMS has ever defined Stage 4 rates. Jonanna took action to contact PGMS and inquire about water rates for Stage 4.

VI. Board discussed appeal for assistance from a resident that had an extremely high water bill due to a faucet inexplicably left open in the yard for an extended period of time. The Board discussed policy and precedence and other considerations and decided to review and consider response to residence at a future meeting.

VII. Close Meeting—Adjourned at 8:40PM via voting. All voted to adjourn.

Next Meeting: August 15, 2023