

DIRECTOR MEETING MINUTES

Thursday, August 15, 2024
CANYON PARK CLUBHOUSE
6:00 PM

MINUTES

Attendees: Robert Simard, Johnny Clawson, Dalene Felder, Lawrence Sepulveda, Daniel Rushing, Jim Marxen, Susan Soucy, Bobbi Morre

Quorum present: Called to order at 6:04 pm

OLD BUSINESS:

1. Dalene Felder asked if everyone had a chance to review last month's minutes. Robert Simard made the motion to accept the minutes, Dalene Felder seconded. Motion passed unanimously.
2. Financials reviewed by Dalene Felder, provided account balances, large expenditures for past month. Received refunds from TRWA for the convention registration costs since it was cancelled due to hurricane Beryl. We have not received a refund for Johnny Clawson from the hotel for nights not used. Discussion on current water loss of 85.8%. This loss was resulting from several large leaks before they were fixed. The loss was equivalent to what we pump in an entire year. Robert Simard made motion to accept, Dan Rushing seconded. Motion passed unanimously.
3. Jim Marxen asked if everyone had a chance to review the final water tariff before we send it to Public Utility Commission and Lower Trinity Groundwater Conservation District. Robert Simard asked if the tariff had been updated with what the board had reviewed over the past several meetings. Jim Marxen indicated that all items had been modified or included in the new water tariff. The board then reviewed the Public Utilities Commission letter to be sent that identify the changes.
4. Jim Marxen indicated that the Drought Contingency Plan had been updated to the new TCEQ format and replaced the chapter in the new water tariff. This was submitted to TCEQ and acknowledged. The next drought contingency plan update will be in 2029 since it is a five year interval.
5. It was noted that the Chlorinator Pump at the water plant failed and was replaced. Small discussion on length of time between failures and whether it would be beneficial to replace the pump with a pump that is constructed with ceramic seals instead of rubber seals. Johnny Clawson, maintenance officer volunteered to research this, to compare the cost.

6. Jim Marxen provided status on the 2022 IRS Tax Levy. The Power of Attorney and Declaration of Representation forms were sent to the accountants. We had received a second certified notice from the IRS, when the accounting firm, Axley & Rode CPA, indicated that we should wait for the IRS to process what was sent.
7. Reviewed the progress of the fencing project around the water plant. Mr. Chance, of the adjacent property, has removed the concrete pad that extended into the plant property so the fence can be installed. Jim Marxen to contact Pem-Tex (donating the labor to put the fence up) and submit the TX811 to mark the front of the property.
8. TCEQ Corrective Action Reply - Short discussion on the progress of pulling meters. Only six work orders have been received. The board called Donnie Duke (water contractor) and requested he turn in the Pull Meter workorders that he has done to the office the next day (Friday 8/16). We only have until September to bring the number of meters in the ground into TCEQ compliance.

NEW BUSINESS:

1. Johnny Clawson indicated his next project is to close off the water plant shed, and is waiting for the temperatures to drop a bit.
2. Johnny Clawson indicated that the two aerator (vent) fans were not working on top of the storage tanks. These were replaced after the tornado damage back in April 2020. He has asked Dean Thompson, our electrician, to check these when he comes to the plant to fix the soft-start on the pump controller panel.
3. A question was asked if there is a checklist for plant maintenance. We have a checklist of when the maintenance is to be done for all components in the water plant as well as a maintenance manual at the water plant that covers all components and the necessary maintenance.

ADJOURNMENT:

Daniel Rushing made the motion to adjourn the meeting and Lawrence Sepulveda seconded. All agreed. The director's meeting was adjourned at 6:49 pm.