Meeting Minutes - Not Approved

Kings Point WSC

January 28, 2023 - 11:00 a.m.

Kings Point Pavilion

The Board of Directors of the Kings Point Water Supply Corporation met for a scheduled meeting at 11:00 a.m. on January 28, 2023, at the Kings Point Pavilion.

Attendees included:

Board Members: Darryl Stegemoller, Ron Stevenson, Richard Gelfand (arrived at 11:32), Brent Goswick and Delia Del Fierro. No other WSC Members were present.

The meeting was called to order by the President, Ron Stevenson, at 11:27 a.m due to confusion on the scheduled start time.

Determination of Quorum was confirmed. All Board members were present at or enroute to the meeting.

Proof of Notice was discussed. WSC customers were notified of Board meeting via email, as required by by-laws. Notice was also posted at the KP mail area. With confirmation of proper notice being given, the meeting proceeded as planned.

Adoption of Standing Rules - Ron noted that the KPWSC standing rules would be adhered to during this meeting.

Approval of Previous Minutes - Darryl made a motion that the previously reviewed minutes from the April 1, 2022 meeting be approved as submitted. Brent seconded the motion, and it was passed unanimously.

Treasurer's Report - Delia provided the Board members with a report indicating the current checking and savings account balances and year end 2022 balances as compared to 2021 as follows:

Checking Account Balance: $ 44,436.70

Savings Account Balance: $ 45,315.87

Total Cash: $ 89,752.57

2022 Year End Balance: $89,097.53

2021 Year End Balance: $105,675.22

Information was also provided on work underway with CPA:

* 1099 & 1096 Form Preparations Underway
* 2022 Income Tax Data Gathering

Reporting Requirements Update:

* Completed TCEQ Revenue Report: Paid $311.35 (Based on $62,269.02 Revenue) 2021 - $289.13 basis $57,826.54 Revenue
* TCEQ Water Use Survey Due March 1, 2023

Brent made a motion that the Treasurer's Report be approved as submitted. Darryl seconded the motion, and it passed unanimously.

Old Business

Well House Upgrades

* Ron provided an update on the well house repairs and upgrades. With help from the Board and other WSC members, all projects that were planned were completed. Electric is now up to code, we have a new stenner pump, propane tank was installed, filled and is operable to run the generator.

Bleach Purchases

* + Bleach costs have increase approximately 20%. Supply has been very tight. We are purchasing both 5- and 15-gallon pails. While there is no advantage to purchasing the 15-gallon pails, they have been more readily available. Several Board members have looked into other suppliers. Our current supplier offers the best pricing. We have identified a second supplier nearby in the event of an emergency need.

Variance Report Update (Per Member’s Request at Last Meeting)

* Question asked is why we lose so much water (amount pumped vs. amount billed). Ron pointed out that once our leaks were repaired, we had a 200,000 gallon/month improvement. The percentage of water lost is still high. TRWA lends out equipment to detect leaks. Darryl and Ron indicated they can operate the equipment. Darryl took the action to contact TRWA about obtaining the leak detection equipment. Ron took the action to contact Hydropro to help us do a meter check to determine if there are any problems there.

Status of Back Flow Device Replacement Requirements

* Our inspector, D. J. Seeger, worked with TCEQ to get us a 2 year variance on replacing non-RPZ valves. He also indicated the State may be pushing TCEQ to provide a long term variance for all. Delia took the action to try to obtain documentation of this variance for sharing at the annual member’s meeting.

Status of Inground Distribution line Valves, Including Locating & Testing

* We have 8 valves throughout our water system which were installed to give us the ability to cut water off to segments of our users when a repair has to be made that doesn’t impact other users. Ron indicated James Radtke has the ability to help us locate the valves to test them to ensure they are operable.. Rich made a motion we ask James for a proposal for locating, testing and repairing (if needed) the valves. Brent seconded the motion, and it passed unanimously.

New Business

2023 Budget

* Ron reviewed line items and highlighted changes from previous year.
* Darryl made a motion that the budget be approved as submitted. Brent seconded the motion, and it was passed unanimously.

Annual Meeting

* Proposed date is April 22, 2023 at 11 am, followed by Board meeting to elect officers. Rich made a motion that we set this as the date for the annual member’s meeting. Brent seconded the motion and it was unanimously approved.
* Delia will send out initial notification and request nominations for 2 Director positions which will open up in April.

President’s Report

* Ron reviewed projects which were completed in 2022 including: Generator installed and functional with the installation of propane tank; several improvements have been made to the well shed; ordered 4 new meters for stock; electrical system is now up to code and safe; repaired the main water line from the well shed to the tank - no new leaks since this was finished; Board members winterized the line for protection.

Standpipe External Inspection for Leaks and Rust

* The tank was inspected last Wednesday. We are awaiting inspections results. Darryl took the action to contact a supplier who does tower repairs. We are aware of a small leak in the tower and have been using epoxy to plug it. The new light/beacon will be installed by the IT company who leases space on our tank the next time they go up to service their equipment.

Water Level Readings for Main Well

* Ron’s most recent reading indicates we are down approximately 1 foot in the last month. Darryl indicated there are new tools available which can measure the current water level. Cost is approximately $450 for a tape option vs. sonic level readers. After discussion, the Board determined that our current method for taking readings is adequate as long as we are testing consistently. We agreed to keep the current watering restrictions in place.

Standby Pump Run Procedures

* We agreed the auxiliary pump need to be run for a few days. Water will be run into the pond.

Well House Roof & Further Repairs Needed

* Brent suggested we replace current roof with a metal roof. Concern was expressed that metal may rust since we store our chlorine in the well house. It was agreed that we need to come up with a design and requirements for any further improvements.

Fence Repair & New Gate

* Fencing at standpipe and well both need repair. Agreed we will need to get bids including staining to preserve the wood longer.

Schedule Next Meeting

Next meeting will be March 25, 2020 at 11 a.m.

Discussion

The Board discussed recent leaks at individual homes. Home owners have all taken action to repair.

With no further discussion, Darryl made a motion that the meeting be adjourned. Brent seconded the motion and all approved. The meeting was adjourned at 12:41 p.m.