

**Oak Forest Water Supply Corporation**  
**Regular Meeting 3740 Ranch Road 967**  
**August 6, 2013**  
**MEETING MINUTES**

Open Meeting 7:10 PM

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

Guest – Lawrence Salas III

**To Approve:**

- 1) Minutes of the Board meeting held July 2, 2013 were emailed to the Board in advance of the meeting. Russell motioned to approve and Phil second. Motion passed unanimously. Phil suggested the draft annual meeting minutes presented to the Board in June not show bank account amounts. After some discussion, it was decided to remove the amounts from the minutes but the amounts will be available to customers upon request.
- 2) July Treasurers Report – Alice asked what a “credit balance” referred to in the report from PGMS. Russell thought a credit balance occurred when customers overpaid a bill. He will check with PGMS to make sure. Phil motioned to approve the report and Alice second. It was approved unanimously.

**Opening Discussion**

- 1) Cost of Water from Hays City - \$56.42
- 2) Utility Cost – \$506.91
- 3) Loan Payments – CRG Loan #1 was \$2,210.62, Loan #2 was \$516.06,
- 4) BSEACD Charges - \$0.00
- 5) TCEQ - \$0.00
- 6) Professional Services – June \$3,348.94
- 7) Other – There was a question from the July meeting minutes about a \$1,112.00 check from SJC Builders. Russell explained this was a bounced check from a customer.
- 8) Profit – \$1,931.80

**Old Business**

- 1) Sanitary Easements - Work continues to get a variance for the lots closes to the wells (Nona Mason & Daniel Mendez and Brandy & Bryon Reed). Documents were corrected and sent to Mason-Mendez Attorney for signature and made ready for presentation to the Reeds.
- 2) TCEQ Public Water Supply Approval - Phil asked Southwest Engineers (who engineered well #3) to seek final approval for the well. Currently waiting for water to be tested by TCEQ.

**To Discuss and Possibly Take Action On:**

- 1) Bank Draft Payment – Nancy is looking into the possibility of offering a bank draft payment option for customers. She said PGMS can set it up for a one-time fee, but did not have details. She will continue to pursue.
- 2) Bob Davis Appreciation Gift – Phil made a motion to purchase a \$100.00 gift card from Bordeaux Restaurant for Bob Davis’ 3 years of service on the Board. Rick Second the motion and it was passed.

- 3) Tree removal from OFWSC property – Phil scheduled Bartlett Tree Service to remove tree leaning toward pump house. Removal was less than \$900.00.
- 4) Utility Information – After some discussion about the drought contingency plan and the possibility of lowering the tariff, Alice brought up the need for a 5-year plan to improve infrastructure. Lawrence Salas expressed concern about his \$350 water bill. There was also discussion about paying off loans early and Cowan asked Russell to report on loan amounts due at the next meeting. There was also discussion about the need for PGMS to send a bill to customer 161 (Nussels). They are new to the neighborhood and have their own well, but have not been billed the minimum monthly rate yet.
- 5) Web page – Rick will look into taking over the WSC portion of the web page once Phil sends info on the FTP
- 6) Public Comment for suggestions, proposals, or grievances – None
- 7) Close Meeting – Phil motioned to adjourn the meeting at 8:33 PM and Brian second.