

**Oak Forest Water Supply Corporation**  
**Regular Meeting**  
**3740 Ranch Road 967, Buda TX**  
**Tuesday, April 1, 2014**  
**Meeting Minutes**

Board of Directors Present: Phil Suitt, Nancy Ellsworth and Russell Taylor  
Guests: Lily Suitt, Bren Locricchio and Randy Hunt

Phil Suitt opened the meeting at 7:10 pm.

Routine Business

Secretary's Report:

The previous minutes were reviewed. Russell motioned to accept with Nancy seconding and the motion passed unanimously.

Treasurer's Report:

Russell presented the current financial report. Phil motioned to accept with Nancy seconding and the motion passed unanimously.

Old Business

Authorized Bank Users and Credit Cards:

Signature cards have been updated to add Nancy and remove former members. Additionally, a credit card should be issued to Phil shortly so that minimal expenses can be paid when it is not prudent for Russell to cut a check.

Appointment of Board Members:

Randy Hunt and Brenda Locricchio both introduced themselves, briefly describing their qualifications for board membership. Phil motioned to appoint both to the board for a 3 year term with Russell seconding and the motion passed unanimously.

Well-Site Upgrades/Repair/Improvements:

Nancy presented the \$3,500.00 estimate from Nussel Contracting, LLC for repairs/painting to the fence, window and gate. She will clarify the fence color choice, requesting that it be painted brown. Russell motioned to accept the bid with Nancy seconding and the motion passed unanimously. Additionally, the utility hasp broke on 3/12/2014 and PGMS repaired it.

New Business

Appointment of Officers:

After a brief discussion, it was agreed that the 2014 officers would be Phil Suitt as President, Nancy Ellsworth as Vice President, Russell Taylor as Treasurer and Bren Locricchio as Secretary. Phil motioned for approval, Randy seconded and the motion carried unanimously.

Retired Board Member Gifts:

Russell motioned that a \$100 gift certificate to Bordeaux should be presented to Brian, Dave and Rick. Bren seconded and the motion carried unanimously. Nancy will pick up the gift cards.

Church Donation:

Donations have been made in the past. No decision was made about what to do this year.

Website:

Phil asked to design a website through wix.com that would be operational by the end of this month. Cost is \$8.25/month for the website plus \$68 to use the domain name of oakforestwsc.org for three years. Bren will stop by to take a look at the website before it goes live. Randy motioned to approve and Bren seconded. The motion carried unanimously.

PPE Coating:

Phil is investigating the PPE coating process at Ruby Ranch. The purpose of the coating is to cut down on iron. He will have more information later.

**Pump 3 Repairs:**

Pump 3 ceased on 3/19/2014. PGMS opened the inter-connect when it blew and we are currently buying water from Elliott Ranch (City of Hayes). Phil stated that PGMS response time has improved and shared contact information with the board. He will let us know when Alsay plans to repair the pump. Russell will try to take photos so he can make a set of pipe clamps and suggested the possibility of installing a protective sheath over the wire if the problem is due to wiring issues. Russell will also submit repair expenses to insurance.

Adjournment

The meeting adjourned at 8:20 PM. The next regular meeting will be May 6, 2014 7:00 PM.

Attachments/Reference Material

Nussel Contracting, LLC.

PO Box 151842  
Austin, TX 78715

**Estimate**

Date	Estimate #
3/16/2014	2192

Name / Address

Description	Qty	Rate	Project	
			Gate, fence, paint, wi...	Total
Fence-Replace or refasten miscellaneous loose/broken pickets.		770.00		770.00
Repair and improve design of two gates including adding wheels.				
Doors, Windows-Install 2'x2' window in pump house.		630.00		630.00
Painting-Paint both sides of fence and gates.		2,100.00		2,100.00
<b>Total</b>				<b>\$3,500.00</b>