

DeBerry Water Supply Corporation - Board Meeting
Thursday December 5, 2024 @ 6pm
DeBerry Fire Station 254 CR 3152

Board of Directors Meeting Agenda- Meeting Minutes



CALL TO ORDER and Establish a quorum.

Attendees- Sara Edwards, Mary Robinson, Matt Tillman

18 members

Public Comments:

Daryl Yates: Questioned financial oversight with new operators and field operators, reason for selecting new Well company for rehabilitation, shortage of water and documentation for the decrease, possible insurance claim on Well 1.

The Board Responded that many of those decisions were made prior to the current board, and they are doing all they can to address with information provided. DWSC has not provided Well Production Data nor the required quarterly reports to Panola Groundwater for the last 2 years so there is no documentation of decrease in production for the State to review.

Operators, repair and maintenance, and field operator positions were chosen with full oversight and consultation with experts in the field.

Invoices were provided showing cost of utilizing Wanda over the years with higher than normal rates of repairs still having to be done. Consulted with 4 different drilling companies prior to moving forward with a new partnership.

Current Board was not aware of possible insurance claim on Well 1. President Sara Edwards was familiar with accusations made concerning Well 1 but was not on the Board when this occurred. There is no documentation to provide concerning accusations of vandalism.

Jon Edwards: Comment that Board cannot take on any more responsibilities than they already have and if members want more oversight and micromanagement then members should join committees or decide to run for the board.

Consent Agenda

Copies of Minutes were provided to all attendees

Sara motioned to approve minutes, Matt seconded, all approved.

Financials were provided to all attendees, loss of \$178 for the month, \$15,000 profit for the year. Late fees and other customer fees were removed from Water Sales numbers to have a more accurate number of actual sales vs. Fees.

Sara motioned to approve financials, Matt seconded, all approved.

Financial Reports and Updates from Accounting Division- Morgan Irvin

- Cutoffs, cancellations, transfers, additional member information
 - i. Discussed the number of late payments due to the system being required to send second notices. Discussed if the \$10 fee was appropriate due to work involved in sending these letters. Morgan Irvin stated that there has been a decrease in late payments so no action needed.
 - ii. Cutoffs- Reviewed new process of no longer accepting cash for cutoff. This process has removed the possibility of theft or accusations and is working as intended.
- Water Loss Ratio Report
 - iii. Water Loss Ratio numbers are not accurate due to the meter at Well 1 not working. G&S will move forward with getting accurate production numbers.
 1. The amount billed for November was 1,386,350 gallons November 2023 was 1,299,040 (increase of 87,310 yoy)
- Account 2355 Well and Meter

Drilled a well and canceled their meter but wanted water back. They installed their own digital meter, and a CSI is required due to the new build and well.

- **Account 2605 Meter Leak**
It has a leak issue with a meter that has over a million gallons. The meter is old and needs replacement. Discussion on testing the meter and potential leak adjustments.
- **Water Loss and Meter Replacement**
Discussion on water loss ratios and the need for accurate meter readings. New meters are being installed to improve billing accuracy.
- **Budget Review and Rate Changes**
Discussion on budget review and potential changes to water rates. The current rate structure may not encourage conservation. Sara Edwards discussed meeting with Paul King from TRWA the following day for him to present a full rate study. She will review and forward to the Finance Committee to review budget numbers in study.

Discuss/Action

- **Customer Service Inspection (CSI) Fee Change**
Motion was made by Sara Edwards to increase the current CSI fee from \$100 to \$150. This increase does not provide any profit to the system but only covers what G&S currently charges which is \$150.
Sara motioned to approve, Matt seconded, All approved.
- **Operations Change**
G&S Construction has taken over as lead water operators since December 1st, handling operations and line repairs. Derrick Goyen is the new field operator.
- **Financial Strategy**
The discussion focused on the financial strategy, acknowledging potential months in the red but emphasizing the need for investment in the system to address big problems.
- **Customer Service and Call Management**
Debbie is managing calls forwarded from the Deberry water number, handling billing and leak inquiries, and coordinating with other team members. Sara submitted a copy of the complaint logs to the Water Board for review.
- **Key Management for Deliveries**
There is a need for additional keys to facilitate deliveries and access to the storage area without manual intervention. Agreed to give main supplier key for deliveries.
- **Well and Generator Updates**
Updates on well measurements and the installation of a generator were discussed, with plans to ensure adequate fuel supply and address well issues. Generator has been installed, waiting on McAdams to hook up fuel. Matt has already met with them once but they were not prepared to hook up and will have to make a second service call.
- **Meter Replacements**
The team is working on replacing meters, with 37 out of 39 meters replaced so far. Plans to compile a new list for further replacements were discussed. Derek and G&S will both be making changeouts depending on specific repairs needed.
- **Engineering and Grant Applications**
Discussions included the submission of a USDA grant for engineering services and the need for a pressure study by the end of the month. Matt will reach out to Kyle after meeting to get update on progress.
- **State Violations and Compliance**

The team is addressing 14 state violations, with most nearing completion. An extension for addressing iron and manganese issues is being sought.

- Water Well Measurements Panola Groundwater and Well Updates
 - a. Well 1 - 93.3 ft from surface, drilled to 270
 - b. Well 2 - 118 ft. from surface, drilled to 157
 - c. Well 3 - drilled to 163, no current measurement
 - d. Well 4 - 88.3 ft from surface, drilled to 195

G&S will be responsible for sending samples to get Well 2 back online. Matt will reach back out to Panola Groundwater for measurements, Sara will send prior year measurements to have on file.

Operational Improvements and Compliance

- Automatic Flush Valves

Discussion on implementing automatic flush valves using \$30 sprinkler timers instead of \$2,000 ones to reduce costs. Meters will be installed to measure water usage accurately. Will begin with Flush Valve at CR 3393
- TCEQ Compliance

The organization is working on clearing violations with TCEQ, including submitting samples, SOPs, and an emergency preparedness plan to avoid fines.
- Board Elections

Upcoming board elections on March 1st, with four seats open. Notice of opportunity to run will be mailed out, and applications are due by January 16th.
- Discuss/Action Meeting Schedule

Proposal to move board meetings to the second Tuesday of each month to improve efficiency in addressing issues promptly as well as give Morgan Irvin additional time to review financials.
Sara made motion, Matt seconded, All approved. Next board meeting is January 14th at 6pm at Fire Station.

Meeting Adjourned