

DeBerry Water Supply Corporation Board Meeting
10/03/2024 @6PM at DeBerry Baptist Church

Attendees:

- Sara Edwards – President
- Matt Tillman – Vice-President
- Tammy Walters – Secretary/Treasurer
- Mary Robinson – Board Member
- Steve Werner – Board Member
- 8 Members



Public Comment

None

Consent Agenda

Sara read the last meeting minutes. Tammy motioned to accept them, Sara seconded and all approved. Minutes will be posted to the web site.

Introduced the bookkeeper that was hired after the last meeting – Amber Byerly.

Payment of Bills. All bills were reviewed for accuracy by both Sara and Tammy and checks were signed for payment.

Financial Reports and Updates from Kathy Yates

Kathy presented the financials for the previous month. Net ordinary income for the month of September was a deficit of \$1430.58. However, because the interest income from our CDs was also posted, we ended the month in the positive of \$1465.58.

There was 1 cancellation processed this month.

Finance Committee – Tammy Walters

Tammy created a budget with the help of Kathy and Amber and presented it. Based on the budget we are expecting to have an estimated loss of ~\$23K. The budget was based on previous years expenditures, previous years income and other known items. The budget will be updated with known items as they come along. However, based on this report we may need to increase water rates but will continue to look at other avenues to make money.

Infrastructure Report – Steve Werner

Lead study was discussed. We had less than 70 responses to the survey so far so Steve is searching public records to determine if a house has lead in it. If a house was built post lead being made illegal it is removed from the report.

Diamond Maps Update:

- All meters have been added to the database.

- Lines as we know them, have been added.
- Annotated the material used for the supply lines, where known
- We will start to annotate where work orders have been done to help identify areas that may need further maintenance.
- We paid for one year up-front.
- Having Diamond Maps will save us money when getting grants because we don't have to pay an engineer to create the maps (~\$2k).

Funding and Operational Assistance Update

- The board and Donnie spent about 4.5 hours with WUTAP.
 - We visited the wells and got lots of questions answered.
 - We are missing the 2023 water production report and it is causing issues with getting grants. Trying to get exception since we have previous years.
 - Goal is to have a rate study done by December.
 - Will submit applications in March for several grants. WUTAP will do that work for us.
 - We will focus on new wells, well repairs and line repairs.
- Sara was able to meet with Paul King
 - He agreed that where to spend money is on well rehabilitation. We are currently pumping 112 GPM and selling 80 GPM. We need to get closer to 200 GPM. Recommendation is to rehab each well one by one.
 - Gave customer use numbers to look at possibly changing the rate structure
- Sabine Grant was requested initially and needed to be redone. We are asking \$40K for two generators. Will know 11th of October if we get it. If we get, we can re-submit each quarter for additional monies. We are asking \$11,315 for a single phase generator, \$25K for a three phase generator and propane to fuel it.
- We haven't had an audit in too many years. An audit is required to ensure we can get grants. It is also required to get any loans and we must show we can pay back. The cost of an audit is \$5-8K per year per audit.

Well Operator Report – Triple G

- New TCEQ validation – missing reports from previous operator
- Approximately 16 currently open violations. Working on getting them fixed/corrected.
- Got 3 clean water tests from well 1 so will soon be hooked up to determine how much GPM it will produce. It is currently cavitating so may have a problem with the pump soon. We can't drop the pump anymore so indicates well may be too low, but there are other reasons why it may be doing that.

- Two leaks fixed, still have 3-4 that need to be fixed.

Discuss/Action on Stephens Engineering Quote – Matt Tillman

- Priority is to do a hydraulic study which will cost ~\$6k. Adura needs to know this information by January. Stephens Engineering said that they will float the cost and wait for the Search grant. If we get the grant we will do more; otherwise we have to pay.
 - Matt motioned to have Stephens Engineering do the study, Sara seconded, all approved.

Discuss/Action: Items to add to 2025 Annual Meeting Ballot

Sara presented new bylaws that she wants to add to the 2025 Annual Meeting Ballot for Member approval. We need to adopt the new bylaws so that we are running under the latest rules and that will help us to get grants. The new bylaws were reviewed and several questions were answered regarding them. Sara motioned to add them to the ballot, Matt seconded and all approved.

Discuss/Action on Well Rehab – Well 4

Discussed options available for Well Rehabilitation:

- Option 1 – Wanda – will do water jetting for \$14K. Will need 6-8 weeks lead time before can start work and the well will be out of service for ~1 week.
- Option 2 – Southern Well – bore scope/acid bath and brush for ~\$15K. Don't know when it can be started because he is currently waiting on TX to get a license to operate in the state. Once done the well will be down for ~2 days.
- Option 3 – Russel Drilling – water jetting with Sonar Rig. Still waiting on an official quote but unofficial quote is ~\$30K.
- Option 4 – Miller – still need to contact and get a quote (got their name just today)

After reviewing the options, we discussed that we need to rehab well 2 first, get production up and then do well 4. We will wait on action until we get the latest quotes.

Discuss/Action Tariff Changes

Several tariff changes were brought up for discussion:

- Membership transfer fee change from \$15 to \$50 – Sara motioned to accept this change, Tammy seconded and all approved
- Customer call to system to cut off water due to leak \$50/After 5pm or weekends \$150 – Not accepted
- Reconnect fee – change from \$35 with \$20 service trip fee to \$50 with \$20 service trip fee – Sara motioned to accept this change, Steve seconded, all approved

- NSF fee – change from \$25 to \$35 – Sara motioned to accept this change, Steve seconded, all approved
- Meter Tampering and Damage to Property Penalty fee – set the price to \$150 – Sara motioned to accept this change, Matt seconded, all approved
- Add cancellation fee of \$15 – Not accepted
- Reconnect Process – Sara motioned to change the policy on how we accept payments for reconnect. The new policy will be to use the new online payment system, or if a check is mailed, then only after the check is received and processed will the reconnect occur. Also, reconnects will only happen during business hours. This will prevent members from trying to give money to Donnie when he arrives to do a reconnect as well as ensure that we get payment before the reconnect occurs. Sara motioned to make this policy change, Steve seconded and all approved.

Discuss/Action on Hiring of Foreman/Warehouseman for Meter Replacement – Mary Robinson

Mary presented a proposal for Carthage city employees to replace the meters instead of Triple G. The proposal was to replace 33 in October and 30 in November. Proposal:

- Meter replacement costs (labor only)
 - ½" line - \$20 per meter
 - ¾" line - \$25 per meter
 - 1" line - \$40 per meter
 - 2" line - \$60 per meter
- Items to be done
 - Install new water meter
 - Read meter prior to removal and report those numbers
 - Re-use existing parts related to meter installation that are still in good condition, but will change curbstop upon utility request at \$35 per
 - Dig up and change meter box if needed at \$30 per

Tammy motioned to accept this proposal, Sara seconded and all approved.

Adjourn

Tammy motioned to adjourn the meeting, Steve seconded and all approved. Next meeting will be November 7th at 6pm at the DeBerry Baptist Church.