

**FLYING L PUBLIC UTILITY DISTRICT  
REGULAR MEETING – DECEMBER 14, 2020  
M I N U T E S**

**CALL TO ORDER:** The December 14, 2020 regular meeting, of the Flying L Public Utility District; is called to order by Vice President Austin Christensen at 6:30 PM. Additional Board Members in attendance are June Baker, Judd Ryan, and Nathon Laws. Don Bateman is absent. Also, in attendance are Recording Secretary Leslie Rector, Field and Office Administrator Steve Childers, and Water and Wastewater Operator Jerry Hefley.

**A quorum was established.**

**Guest(s) in Attendance:** Chris Molnar

**PUBLIC COMMENT:** None

**MINUTES OF PREVIOUS MEETING:** After a review of the November 9, 2020 Regular Meeting Minutes a **motion** was made by Baker, 2<sup>nd</sup> by Laws to approve the Minutes. **Unanimous**

**Financial Review:** Steve went over the Financial Statements, which includes the System Totals Report, P&L Previous Year Comparison to November, P&L Previous Year-to-Date, P&L Budget vs Actual. He pointed out income was up 19% from last year and water sales were up. Expenses – up from last year due to hydrant repair and replacement and new internet and computer, over all year-to-date expenses exceeded last year by \$20,000. From July to-date 41% of the Budget has been used.

**REVIEW AND PAY BILLS:** After reviewing the Vendor Expense Summary and the Balance Sheet a **motion** was made by Baker, 2<sup>nd</sup> by Ryan to accept the reports and pay the bills with a transfer of \$34,000 from System Account #266 to Operating Account #816. **Unanimous**

**Bandera Bank & Hondo Bank: \$464,457.46**  
**Savings & CDs at Randolph Brooks FCU: \$164,234.14**  
**FUND BALANCE: \$628,234.60**

**REPORT OF MONTHLY WORK PROJECTS AND OPERATION:** Jerry reports on the Water-side – Well #1 is 351’ and Well #2 is 376’ (ground to water). Bandera River Authority was called to get copies of our water permits so Steve has access to them. Jerry gave calculations regarding the rate of water pumped from the Wells, storage capacity, and pressure tank capacity. All exceed what is currently needed. These figures could accommodate about 700 connections as long as there is water in the Wells. Our drought stage in Bandera Co. is extreme. Jerry recommended changing the Stage. He is working on the valve and water main map. He asked for patience to locate the rest. The Board will digitize the map and add to it as more are located. He also will get exact measurements between each valve to make it easier to locate. He hopes by Spring he is able to locate all the remaining valves. Water Loss- He believes most of the water loss is due to meters. When meters are calibrated it’s to tell you how far off from a true reading they are. Look back on the report to find the percentage they are off. A small percentage off on a million gallons pumped can be significant. The meters can be off up to 10% by TCEQ rules before needing to be replaced. Some Districts just replace meters in lieu of calibrating them. Also when hydrants are being flushed an accurate reading of water flushed is important. In order to get an accurate water loss all of these steps need to be taken. The check valve malfunction could also influence the readings with different pressures (turbulence) running through the meters.

Wastewater side – A work order was signed with Odessa Pumps to replace the check valve and repair the pump at Lift Station A. S & S Controls replaced an old starter at the plant. The waste hauler removed 2 loads of waste over the last few weeks and more needs to be done. A sample of the load will be sent to the UGRA lab to determine the percentage of waste. This test is procedural. Due to corrosion, Jerry needs to work on the bar in the tank that recants water back into the system. He worked on it about 1½ years ago. Jerry will cement a manhole cover that was pushed off its location.

**OLD BUSINESS (Discuss and Consider)**

**Water Wells – Future Viability and Drought Restrictions:** Nathon spoke about we all need to be good stewards of our water source. He feels our current drought restrictions are just punitive and doesn’t seem to impact the amount of water being used. Historical well levels are very similar each December. The Stages of the Water Conservation Plan need to be reviewed and reworked. Many irrigation systems run at night and not necessarily on the Tuesday or Thursday. Are our rules enforced? Austin said the Texas Water Code requires PUDs to have some type of conservation plan and we have a duty to help preserve the state’s resources. Nathon mentioned maybe looking into a rebate program to up-grade the old toilets that use 5

gallons of water for each flush. **A motion** was made by Laws, 2<sup>nd</sup> by Ryan to move to Stage 2, effectively immediately. **3 For 1 Against Passed** The Board will look into changing the methods on how we define the Stages. The highest water user last month was contacted to see if they had a leak, which could have caused the increased water usage. The owner didn't know of any leaks.

**Hydrant Maintenance Program and Schedule:** Steve went over the reports created from the inspection of all the hydrants. There were 8 hydrants that were recommended for work. Only one requires immediate attention. After some discussion it was determined that Jerry will re-plumb Hydrant #40 and convert it to a Blow-off unit with a meter to monitor the water used and Hydrant #8 will be worked on after receiving another bid to do the work to fix the leak and cap it. A one-inch tap will be added so it can be used to flush out the Lift Station located nearby. Steve informed the Board that the Fire Hydrant Repair & Service Company added a fee of \$750 over the initial cost agreed upon. The additional cost was to prepare the spreadsheet and map. The Board approved the original amount for payment.

**BISD Sewer Contract:** Steve gave the Board some history on the BISD Contracts and how their fees are set-up. There was discussion on the best way to analyze how much it costs the PUD to handle their sewer waste. Should it be by the amount that passes through the system or maintain the cost structure to the electricity cost? The Board will look into how much water they use to get a better idea of sewer usage. It was also mentioned to look at the flow of the wastewater plant during the summer months when school is closed that would also be an indicator of the amount of their sewer usage on the months they are in session. Jerry mentioned that it's possible for someone else to tie into the sewer line because of its remote location. He will check out the exact location of their sewer line. **A motion** was made by Laws, 2<sup>nd</sup> by Ryan to increase the sewer rate to \$885 for the next six months while we formulate a new contract. **Unanimous**

#### **NEW BUSINESS (Consider for Action and Review):**

**System Mapping:** The Board discussed the importance of accurate mapping for future scheduled maintenance planning. Jerry Hefley gave his map to Judd Ryan to start digitizing the map. Jerry will continue to update the map as he locates more valves. This map includes valves, blow-offs, hydrants, and water mains.

**Access to Record Storage System:** Ever since the new computer system and internet system was installed Steve has been saving invoices, TCEQ Permits, minutes, financial records, to the computer and cloud. He is making good progress digitizing all records. Chris Molnar stated all data is secure and being saved to the computer, backed up every night, and synced to the cloud. The cloud will give the Board Members access to the PUD files.

**Create a Scheduled System Maintenance Plan:** Nathon stated he thinks we need a set plan, a set strategy of what needs to be done weekly, monthly, annually etc. He compiled some sample plans from different municipalities to show the general concept. Nathon will work with Jerry and put it down on paper so we have accountability with the residents. Every Plan is unique.

**Sewer System Odor Issues:** There have been some complaints on Glenvalley Circle regarding sewer odors. Jerry said he can try enzymes in the water main and using his own power washer at the mains. But he suggests that the entire system be flushed over time, as it is expensive. These companies use a high-pressure hose and snake it through the system. If a camera is used leaks from ground water infiltration can be detected. When it rains it's evident rain water is entering the system. There are trailer units that perform sewer line flushing costing about \$20,000 to purchase, unknown cost at this time to rent. The system probably has never been flushed. If a sewer flushing demo is scheduled the Board will be notified. Austin asked if a Trailer was purchased to flush the lines how long would it take to pay for itself? Jerry believes it would pay for itself in the first year. Those truck units with workers will charge over \$200 an hour. Jerry will have hard numbers for the Board at the next meeting.

**Next Meeting:** The next month's regular meeting date for the Flying L PUD is scheduled for Monday, January 11, 2020 at 6:30 PM.

**Adjourn:** Having no further business, **a motion** was made by Baker, 2<sup>nd</sup> by Laws to adjourn the meeting at 8:27PM. **Unanimous**

Presented for review and approval,  
Leslie L. Rector, Recording Secretary

for the Flying L Public Utility District