

**FLYING L PUBLIC UTILITY DISTRICT  
REGULAR MEETING – FEBRUARY 8, 2021  
M I N U T E S**

**CALL TO ORDER:** The February 8, 2021 regular meeting, of the Flying L Public Utility District; is called to order by President Don Bateman at 6:30 PM. Additional Board Members in attendance are June Baker, Judd Ryan, Nathon Laws, and Austin Christensen. 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:** Martin Park (Bandera City Water & Sewer Employee), William Southwell (Southwell Dirtworks) and Bob Haueter

**PUBLIC COMMENT:** Leslie suggested sending the POA the legal document regarding the Lawlis utility encroachment. Judd & June agreed it should be sent and Don thought it shouldn't be necessary but had no objection to it. Leslie gave Bob Haueter the document. Another illegal use of the residential dumpsters was turned over to the Administrator.

Martin Park said the City has the same problems as the Flying L PUD in regards to locating valves, valves that don't work, maps that aren't accurate, etc. He has offered his services to help the PUD set-up mapping the lines and valves in the community. He recommends locator balls and using an engineer for GIS mapping.

William Southwell has done work in the community with his excavating company and recommends pot-holing the valves. He said by identifying what type of pipe needs repairing that will speed up the repair process.

**MINUTES OF PREVIOUS MEETING:** After a review of the January 11, 2021 Regular Meeting Minutes a **motion** was made by Baker, 2<sup>nd</sup> by Judd to approve the Minutes from the last meeting. **Unanimous**

**Financial Review:** Steve went over the Financial Statements, which includes P&L Prev Yr Comparisons, P&L Budget vs Actual, Balance Sheet, Expenses by Vendor Summary, System Totals, Top Usage Accts, Usage & Loss Report, and Well Levels. The sewer re-route on Glenvalley Circle was billed to the BISD. Three new construction tap fees were completed. The expenses for those taps were less than the fees collected. Received a tax revenue check and the insurance payment for the lightening strike. ACE Quality Aqua did the hydrant work as planned installed the new taps. The Board said before paying Waste Water Transport Service find out why the cost was higher than the bid and get copies of the disposal tickets. The election cost was \$4,512.88. Avg monthly water loss on the year is 12% and the well levels are - Well #1 at 347' and Well #2 at 354'. RGB fixed the leak at the 19<sup>th</sup> Hole location. RGB sent the PUD a Master Service Agreement, which shows emergency and non-emergency prices. Nathon asked if there was any reason why we aren't already in a MSA with RGB to help control costs? Response: There is no difference in pricing with a MSA in place, but it may help with prioritization of our projects.

**REVIEW AND PAY BILLS:** After reviewing the checks submitted, the Balance Sheet, and the Vendor Summary a **motion** was made by Christensen, 2<sup>nd</sup> by Ryan to accept the reports and pay the bills with a transfer of \$88,000 from System Account #266 to Operating Account #816 at Bandera Bank. **Unanimous**

<b>Bandera Bank &amp; Hondo Bank:</b>	<b>\$442,480.16</b>
<b>Savings &amp; CDs at Randolph Brooks FCU:</b>	<b>\$164,234.14</b>
<b>FUND BALANCE:</b>	<b>\$606,714.30</b>

**REPORT OF MONTHLY WORK PROJECTS AND OPERATION:** Jerry Hefley reports on the Waterside: Booster Pump #1 was shut down because of bearings, it has been repaired and both pumps are back in service. Cleaned out a few valve boxes. He wants to start pot-holing to keep from losing water and inconveniencing customers. He will keep track of the valves that have been serviced. The Vac-Con Trailer is the way to go, you don't have to contact utility locator. RGB and Southwell Dirt Works have that vacuum truck. When a leak occurs and a valve cannot be located, one will be installed and noted on the map. Jerry will also create a log sheet for each street going forward indicating the valves and when serviced. The lightening strike also took out the controls at Tank #2 and new floats were replaced. A new solenoid was installed in the chlorine pump. Judd Ryan went out to the facility and could not locate any surge protectors. Judd suggested using a pump savor even though Jerry said they don't offer a guarantee. Surge protectors will need to be installed at all locations that need it. A manhole

will be cemented this weekend. Ranch owner, Doug Stevens will give a 30 day heads up before reworking the practice putting green so the water/sewer lines can be relocated in that area.

**Wastewater-side:** The Sewer Plant was completely emptied (pumped out 76,000 gallons) to find the cause of the blockage. A golf course sand rake was removed from the tank along with rags, a part from the clarifier arm and huge hairballs. The plant may need to be re-seeded. Jerry recommends cleaning out around the return pipe in the sewer tank every 5 years. A TCEQ inspection is coming up and some fence work and brush removal will need to be completed. After the reports are submitted to TCEQ a virtual inspection will be completed. There will be a maintenance clipboard at the plant. Check-valves for the Lift Station should be in this week. The Chart for the Wastewater Plant is peaking out often. An adjustment has been made to the Chart Recorder to reduce the scale. It will be done again at the next calibration that will help show the rainwater infiltration. Still haven't received the water test results. There are photos of the sewer plant that Jerry will get to Steve for the records.

Jerry has an opportunity to sell the old water meters. It will be more than he can get for scrap and this buyer will take all the scrap metal as well. Waiting to hear back from him.

## **OLD BUSINESS (Discuss and Consider)**

**Drought Restrictions:** No Change

**Mapping System Maintenance:** Judd suggests maybe a surveyor would be a cost effective way to locate valves. He said when it's warmer he will walk the lines with the maps we have to try and locate valves and if he can, surveyors will certainly be able to locate them. Jerry will start the valve maintenance plan on Glenvalley Circle to locate and clean out valve boxes. It may take years to complete this type of maintenance project.

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

**Scheduled System Maintenance Plan:** The Board is looking to have a Master Plan for all areas of maintenance. Judd will begin dividing the community into Sectors to accomplish each maintenance plan. Steve would like to meet with Jerry Hefley and Bruce Rathburn to discuss a maintenance plan for flushing and back-flow schedules.

**PUD Personnel:** Steve proposes hiring a clerical person to handle file organization, payments & billing, payroll forms, balance bank accounts, and scanning documents. Also hire a Water Management Company to handle the regulatory paperwork. This would free up his time for working with customers, monthly meeting materials, contractors, grants, website, and maintenance plans. These salaries will be paid out of his current salary. He feels this will bring organization, professionalism, and redundancy to our organization. He is asking permission to hire additional personnel. The Board gave approval for Steve to hire a clerical person. He will research management companies for pricing and availability.

**Residential Sewer Expenses vs Income:** Leslie offered to compile expense and income relating to the sewer system maintenance. This will show if the income received is covering or exceeding the annual sewer plant costs. The Board feels they already have that information.

**Budget Revisions:** Because of emergency expenses the Budget should be amended. Steve will present those proposed revisions to the Board at the next meeting.

**Director's Pay:** It was brought to Steve's attention to eliminate the director's pay so he is asking all the Board members to express their opinions. Judd stated the pay is not his incentive to serve on the Board and would prefer to keep that money in the utility's system. June will research Board Salaries to see if they are mandatory and present that at the next meeting.

**Next Meeting:** The next month's regular meeting date for the Flying L PUD is scheduled for Monday, March 8, 2021 at 6:30 PM.

**Adjourn:** Having no further business, the meeting was adjourned at 8:37 PM.

Presented for review and approval,  
Leslie L. Rector, Recording Secretary  
for the Flying L Public Utility District