**FLYING L PUBLIC UTILITY DISTRICT**

**REGULAR MEETING – FEBRUARY 10, 2020**

**M I N U T E S**

**CALL TO ORDER:** The February 10, 2020 regular meeting, of the Flying L Public Utility District; is called to order by President Patrick Raab at 6:40 PM. Additional Board Members in attendance are Don Bateman, June Baker, and Steve Childers. Austin Christensen is absent. Also, in attendance are Recording Secretary Leslie Rector, Field & Office Administrator Janet Williams, and Water and Wastewater Operator Jerry Hefley.

**A quorum was established.**

**Guest(s) in Attendance:** Bob Williams, Terry Segura, Chris Molnar, Rayla Childers, Charlene Greenhill, and Barbara Pierce.

**PUBLIC COMMENT:** None

**MINUTES OF PREVIOUS MEETING:** After a review of the January 13, 2020 Regular Meeting minutes, **a** **motion** was made by Bateman, 2nd by Baker to approve the minutes from the January meeting as written. **Unanimous**

**REVIEW AND PAY BILLS:** After reviewing the monthly financial report, dated February 10, 2020 **a motion** was made by Bateman, 2nd by Baker to accept the report and pay the bills totaling $32,615.76 with a transfer of $32,500 from M&O #266 to Bandera Bank #816. **Unanimous**

**Bandera Bank & Hondo Bank: $419,475.30**

 **Savings & CDs at Randolph Brooks FCU: $217,475.66**

 **FUND BALANCE: $636,950.96**

**REPORT OF MONTHLY WORK PROJECTS AND OPERATION:** Janet reported on the replacement of the 6” Sewer Main at 464 Oak Hill in Section 10RB. Billy Gray’s people did the repair work on this project. There were a lot of rocks that had fallen on the connection to the main crushing part of the line at the connection to the manhole. There was an unstable fall throughout the length of the pipe. These are the main causes of the inefficient drainage. The original 1973 pipe was not back-filled properly. The original soil that was dug up to install the pipe was used. The original pipe was discontinued for use because of lead laws and was disposed of properly at a hazardous site and replaced with new materials. They had to hammer through rock in order to get the proper fall of the line. The original connecting service line to the main was not installed correctly. There should have been a boot on the line to force the flow toward the manhole, not just a straight connection into the main. In addition to that error, the main was connected incorrectly at the joints causing another place for debris to get hung up.

They did discover another main line but was unable to determine its purpose. It went towards the 464 Oak Hills residence but did not connect into their service. They were able to trace the line under the dwelling and out the back, it then ended.

The continuing concern is that it’s a 6” main servicing a single 2” line connection. Jerry suggested installing a faucet next to the closest hydrant with a service meter so that the main can be flushed periodically. Jerry said he will look over the area and figure out a way to keep the main clear.

Janet contacted RGB to come out and cement the two corporation values and the other valve on Edgewood. They have not gotten back with a scheduled date.

Well #2 was measured at 263.9 (ground to water) and Well #1 was measured at 206’ (above the pumps). Jerry will measure Well #1 using the same method as Well #2 next month.

Jerry reports that 2 of the 3 hydrants were repaired. The ones on Antler and Tawny Oak were repaired. The hydrant on Airport could not be removed. A valve will need to be installed in order to remove the hydrant and then replace it. Jerry will continue with the Airport hydrant and recommends working on a few more hydrants when the Board is ready to do so. He anticipates 2 or 3 more hydrants need work. This will be placed on next month’s agenda for discussion.

On the wastewater side, Steve Beaver with S&S Controls and Motors is working on small electrical upgrades. He will also add a transfer switch for the generator. It will cost a couple thousand dollars, but is necessary in case we loose power. Steve will also add hour meters at the effluent pumps, to keep track of them. He should be done in a week or two.

After speaking with the Blower company, Jerry is setting up a routine to change the oil in the Blowers more often. They are running much quieter, and he will check on the belts and change out the air filters as needed.

Steve Childers asked about the water loss. It was explained that water loss is shown when more water is pumped through the distribution meter than is sold. Some of the loss may be from the recent leak on Antler Circle. It can also come from leaking fire hydrants through their weep holes, unknown leaks underground, even meters that aren’t calibrated accurately.

Steve Childers said that he has been working with Austin on some financials. They hope to present new financial numbers at the next meeting. He believes their work will help the Board make better financial decisions.

**OLD BUSINESS (Discuss and Consider)**

**Drought Restrictions:** Bandera County is in Moderate Drought. With the Well levels the way they are, the season, the reduced demand for water, and the recent rains, there will be no change at this time. **Tabled**

**Electronic Payments and PUD Website:** Steve was asked to get some competitive bids on this project. Last month Janet had supplied the Board with one bid for this project. Steve said that the bid that Janet got is not the same as what he was proposing. He was proposing a much more comprehensive approach to our records, data, and the web-site production. His proposal was to build a customizable website and a way to manage our data and customer records. His proposal had an internet line and a workstation running into the building to digitize the records and get them online. Since the PUD records are kept in two locations and are mainly in print form he hopes to get them all digitized as a back up to the printed documents. Because of this type of system, it will cost more money than just having a site for payments. If the Board just wants a website to do the basics, making payment with 3 custom pages, any of the ones Janet researched will do that. Steve’s hope is to move the PUD forward in a more modern way of managing our data, records, and customer information – have it on a workstation here at the office and backed up to a cloud and then anyone who needed it, that had authorization – they would be able to access all information from their home. That’s the reason why the proposal costs are very different.

Patrick commented that a public web-site is one thing, but you’re also talking about a secured data station for the Board. Those are two different things and shouldn’t be tied together. Chris Molnar stated that the customer information that is entered monthly for billing is housed in the office computer not in RVS data base which would have to be populated to have billing information on the public web-site.

Janet said a separate web-site is not necessary to perform electronic payments. Janet has some concerns regarding having all data and personal information being streamed into each Board Member’s home in regards to the open records act and the handling of them.

Don said he would like to work locally and in-house. Digitizing the records is needed as a backup. June thinks giving the customers an option to pay on-line is a good thing.

Chris would set up the web-site as you want it, then just have to add the water readings. But the Board is responsible for inputting all information and digitizing data. Flying L PUD @ WIX.com would have a minimal annual fee but the website has to be set-up.

Since the Board was not close to a decision, Steve expressed an interest in holding a special meeting before the next regular meeting to hopefully get this issue finalized. Patrick would like to have a full Board present on this decision. The Board said that should be possible. No date was set.

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

**None**

**Executive Session – Job Applicants for Field and Office Administrator Position:** The Board suspended the open meeting to enter into Executive Session at 7:40 PM. The meeting was reconvened at approximately 7:57 PM. **A motion** was made by Bateman, 2nd by Childers to hire Water Utility Management on contract for the position of Field and Office Administrator. **Unanimous**. The owners/members of that company are Walter & Charlene Greenhill and Barbara Pierce

**Next Meeting:** The next month’s regular meeting date for the Flying LPUD is scheduled for Monday, March 9, 2020 at 6:30 PM.

**Adjourn:** Having no further business, President Patrick Raab adjourned the meeting at 7:59 PM

Presented for review and approval,

Leslie L. Rector, Recording Secretary

for the Flying L Public Utility District