

SKY LAKES WATER SUPPLY CORPORATION

MEETING MINUTES – JUNE 9, 2020

HELD AT PETER LAMMER'S RESIDENCE – 32226 ROBIN LN. WALLER, TX 77484

MEMBERS PRESENT: Peter Lammers, Joan Robertson, Jon Scherer, Chris Bartholomew, Jeff Pietsch, Marcus Benoit, Sara Noll

Preliminaries:

Peter Lammers, President, calls meeting to order at 7:02 p.m.

Introduction of new members: Sara Noll introduced to fill the role of Secretary. A Motion was made by President Lammers to move new officers, the motion was seconded by Jon Scherer.

Operators Report:

President Lammers presents the Operator's Report compiled by FloWatch, Inc. as follows:

During the month of May, Lammers mentions that there is a third time leak at 15623 Kitty Hawk Drive. Respectively, the meter at the address was changed out. The report details that six new meters have also been purchased (one to replace the meter at 15623 Kitty Hawk and to have additional in inventory.) In addition, 45 gallons of bleach were ordered and supplied. Lastly, Third Coast Environmental came out to collect the required TCEQ samples for chemicals.

During the month of April, Lammers reads that 55 more gallons of bleach were ordered and delivered. Generator was run under load, but an alarm was noted due to high temperature. President Lammers was informed at the time of this incident.

During the month of May, President Lammers informs the board that the same issue was detected with the generator. He mentions that this will be discussed in depth later in this meeting. Lastly, he notes that the report reflects a new meter installed at 32304 Windrose.

Financial Overview:

Treasurer Joan Robertson opens the Financial Overview with the System Totals Report. Treasurer Roberston notes a discrepancy between the quantity pumped and quantity sold. The sold quantity reads mildly higher at 1,252,200 gallons versus 1,285,870 gallons pumped. The board holds a discussion on troubleshooting the cause. Treasurer Robertson then reviews the Profit & Loss statements and Balance sheets for the months of March - May with the board.

In closing, Treasurer Robertson discusses the amount of money currently held in the corporation's bank account. President Lammers suggests to allocate \$10,000 of this towards the principal of the loan. Lammers makes a formal motion for this suggestion. That motion is seconded by Chris Bartholomew.

The board collectively discusses future revenue generation and an expected increase in revenue during in the coming summer months. The conversation centers around using this revenue for the betterment of operations, including improvements needed to Well #4 and potentially revamping the infrastructure for Sky Lakes Section II.

Treasurer Robertson closes by letting the board know that she plans to e-mail the reports monthly, at the end of every month moving forward.

President Lammers motions to approve the Financial Report. Chris Bartholomew seconds the motion.

Old Business:

Building Maintenance: President Lammers addresses the pump shed, which could benefit from repainting. Lammers, along with the board, agrees to post-pone this until autumn due to temperatures.

Well level device: President Lammers motions to order well level device/ monitor to test on one well and potentially improve well readings. This motion is seconded by Chris Bartholomew.

New Business

Generator Problems: President Lammers references the generator issues aforementioned in the Operators Report. The generator is overheating the cooling water. President Lammers has scheduled a third-party service provider to come and assess the generator on Friday, June 12.

Water Usage: The board reviewed the Water Usage as provided in the System Totals Report.

General Maintenance and Inspections: President Lammers tells the board that, upon a routine inspection of the water facilities, he noticed a control panel missing on an operator knob. President Lammers notes that he has ordered a new one. He also noticed faulty lights and since ordered new LED lights.

In reference to the generator problem, President Lammers explains that he spoke to our Shelley Young from FloWatch, Inc. in regards to why the company does not consistently take further action and physically visit the plant upon an alarm being noted. In response, Shelley mentioned an available service, including upgraded technology that will call with a responsive code, providing additional insight to help all parties understand the cause of future alarms.

President Lammers mentions that a FloWatch representative is coming out to discuss additional details of this service on June 10, 2020.

President Lammers makes the following motions to the board:

1. To make any necessary repairs to the generator, as detailed by the service provider who is set to inspect the unit on June 12.
2. Order contactor for aforementioned reparations.
3. Approval to install ordered contactor.

Chris Bartholomew seconds these motions.

Closing, Action Items and Adjournment:

Treasurer Robertson notes that she will send the latest Consumer Confidence Report to be sent to Sara Noll who will then post it on the SkyLakes.com website. Sara Noll agrees to this.

Treasurer Robertson mentions a tap was set up in Sky Lakes I at 32304 Windrose Ln.

Marcus Benoit requests a PDF copy of Water Map. President Lammers agrees to send this over to him.

President Lammers makes a motion to adjourn the meeting at 7:45 p.m. His motion was seconded by Chris Bartholomew.