Wanda Hall, President Gracie Laechelin, Vice President Ofilia Jimenez, Secretary-Treasures

Dennis Perry, Board Member Albert Zdansky, Board Member

# **Tynan Water Supply Corporation** July 21, 2011 **Minutes Meeting**

I. Quorum Declare by Wanda Hall, President

Members Present: Wanda Hall, President, Gracie Laechelin and Ofilia Jimenez.

Santiago Munoz, Operation & Maintenance

Board Members Absent: Dennis Perry & Albert Zdansky

Public: Mr. & Mrs. Manuel Resio

II. Meeting called to order at \$\frac{1}{3}\$:00 p.m. by Wanda Hall, President

III. Mrs. Resio – leak in from of their home. Wanda stated that due to dry season we are having the weight of

IV. Minutes for June 16, 2011 presented and approved. Motion to accept minutes made by Ofilia Jimenez Seconded by Wanda Hall. Carried

V. Monthly Reports

A. Finance Report for June, 2011 presented by Gracie Laechelin

Checking Acct		Loan Acct		
Beg. Bal	9,687.75 5,236.91	Beg. Bal 1 Dpt 2 Cks/Debits <b>Balance</b>	11,423.90 1,740.73 9,298.09 <b>3,866.09</b>	

#### **Reserve Acct Maintenance Acct**

Beg. Bal.	9,705.00	Beg. Bal.	1,500.00
1 Dpt Ck1523	900.00	1Dpt Ck1524	300.00
1	10,605.00	Balance	1,800.00

Water/Sewer		Contingency		
	3.188.00	Beg. Bal.	500.00	
Beg. Bal	-,	1Dpt ck1525	100.00	
Dpt none	none	Balance	600.00	
Balance	3,188.00			

For additional information on the above Finance Report see the attached spreadsheet

Motion to accept approval of payments and finance report made by Wanda Hall Seconded by Gracie Laechelin. Carried

B. Operation and Maintenance Reported by Santiago Munoz

Chlorinator problem -thought it was the injector, changed the washer and the leak stopped. He painted the inside of the Chlorinator Bldg. Price for a new injector is about \$600.00; however, do not need a new injector. A new Chlorinator is about \$3,000.00 or higher. Chemtex says the Chlorine is low; however the reading are okay (1.72 reading). The drought might lower the Chlorine level. Wanda advised Mr. Munoz to do is needed. Gracie suggested that Tynan WSC might want to buy a chlorinator tester.

Wanda – Skidmore sewer plant does not use chlorine barrels they use cylinders. Each barrel is \$200.00 and Tynan WSC uses 2 barrels per month which is \$400.00 per month. Tank is \$250.00 and will probably last one year or longer for us. Santiago stated that one bottle will last about I year also.

Wanda- to change over we would have to buy the item that goes on top, convertor, scales, etc., could be expensive. Options, barrel or tank, buy tablets and drop them into the barrel. Joe Sandoval will contact TCEQ and to check if a small plant like ours can use tablets, which would be the least expensive? Per Mr. Munoz this has been used before.

Wanda -like the idea of the tank. Will pay a little more at the beginning, but in the long run it will pay off. Joe will get back to Wanda on the above mentioned items.

Motion made by Gracie Laechelin to accept the Operation & Maintenance Seconded by Wanda Hall. Carried

#### VI. Old Business

A. Generator

Consider another electrician - Wanda has contacted Thomas Electric – say he will come but does not show up.

Offie – who does the electrical work for Mathis, Tx Mr. Munoz will find out who does the electrical work for Mathis, Tx and let us know. Mr. Munoz said there was someone at the plant taking pictures today.

B. Surety Bond

According to the terms of the loan agreement – individuals who handle money need to be covered by a Surety Bond. Offie will check with AIA Insurance to see if individuals are covered under Surety Bond.

Offie – Grant Application was submitted on June 3, 2011 by GrantWorks. My understanding that the grant is general and is for Beeville, Pettus and Tynan.

#### VIII. New Business

A. CCR

CCR Report for 2010 was mailed to all of the Tynan Water Supply Corporation customers, copy posted at the Tynan US Post Office, Bee County Co-op and the Tynan Water Supply Corporation Office on July 13, 2011

VIII. Executive Session None

IX. Next meeting date/items on next month meeting Next meeting will be August 18, 2011 at 7:00 p.m.

X. Adjournment

Motion by Ofilia Jimenez, Seconded by Gracie Laechelin, adjourning meeting at 7:32 p.m. Carried

Tynan Water Supply Corporation

Nall Hall, President

Ofilia.

Attackments: Agenda

Financial Report Sign-in-Sheet

# Tynan Water Supply Corporation JULY 21, 2011 Monthly Meeting @ 7:00 p.m.

# Sign in Sheet

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3. Manuel Resio
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TRANSMISSION VERIFICATION REPORT

TIME : 07/18/2011 02:15
NAME : BEE CNTY COOP
FAX : 3615472536
TEL : 3615473341
SER.# : 000H6J564506

DATE,TIME FAX NO./NAME DURATION PAGE(S) RESULT MODE

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# TYNAN WATER SUPPLY CORPORATION MEETING FOR AUGUST 18, 2011 IS CANCELLED

TYNAN WATER SUPPLY CORPORATION
MEETING
WILL BE

HELD AUGUST 25, 2011 AT 7:00 P.M

Thank you, Tynan WSC Vice President Gracie Laechelin

Director Dennis Perry

# TYNAN WATER SUPPLY CORPORATION

P.O. BOX 115 TYNAN, TEXAS 78391

(361) 547-5405 (361) 547-9567 (361) 547-6089 (361) 547-0831

# **Meeting Notice**

Notice is hereby given that the Board of Directors of the Tynan Water Supply Corporation will meet at the Tynan Water Supply Corporation Office, FM 796 in Tynan, at 7:00pm on August 25, 2011.

# Agenda

- Declare Quorum ١.
- Call to order 11.
- Member/Public comments (limit to 3 minutes per person) III. The board will not ask any questions, or make any comments.
- Minutes IV.
  - A. Regular board meeting
- **Monthly Reports** ٧.
  - A. Finance Report
  - B. Operation & Maintenance Report
- VI. Old business
  - A. generators
  - B. Grants
- New business VII.
  - A. Electrical work
- **Executive Session** VIII.
- Next meeting date/items on next month meeting IX.
- Adjournment Χ.

The above notice of the meeting of the Tynan Water Supply Corporation was posted with the Bee Count Clerk's Office, room 103 in Beeville Texas 78102 via fax (361)362-3247 or hand delivered, to meet the notice and posting requirements on August 22, 2011.

# Tynan Water Supply Corporation P.O. Box 115 Tynan, Texas 78391

Wanda Hall, President Gracie Laechelin, Vice President Ofilia Jimenez, Secretary-Treasures Dennis Perry, Board Member Albert Zdansky, Board Member

# Tynan Water Supply Corporation August 25, 2011 Minutes Meeting

I. Quorum Declare by Wanda Hall, President

Members Present: Wanda Hall, President, Gracie Laechelin, Dennis Perry and Ofilia Jimenez.

Board Members Absent: Albert Zdansky & Santiago Munoz

Public: Mr. & Mrs. Manuel Resio

II. Meeting called to order at 7:00 p.m. by Wanda Hall, President

III. Member/Public comments (Limit to 3 minutes per person)No comments by Board Members

Mrs. Resio stated that the water leak in from of her home had been fixed. She thanked the board. Dennis discussed the following item: Some business such as CPL in December will give all their customers 5% to 10% discount. He suggested the board think about the discount for Tynan WSC customers at the next Tynan WSC Meeting. The discount would be in December, 2011 and it would be a one time discount.

#### IV. Minutes

A. Regular Board Meeting

Gracie noted that there was a typo in the minutes for July 21, 2011. Typo was the time. Minutes showed meeting started at 8:00 pm. Board Member agreed verbally to change the time from 8:00 pm to 7:00 pm. 7:00 pm was the correct time that the meeting started. Change was made with pen and change was initialed.

Motion to approved July 21, 2011 minutes with correction mentioned above was made by Gracie Laechelin Seconded by Dennis Perry

Motion Carried

# V. Monthly Reports A. Finance Report

•	Checking 9441	Loan Account 9361	Maintenance 9601
•	Beg. 6627.37	Beg. 3,866.09	Beg. 10,605.00
•	Dpt 7118.78	Dpt. 1,693.18	Dpt 900.00
•	Bal. 8,680.89	Bal. 5,559.27	Bal. 11,505.00
Wa	ter/Sewer 0291	Contingency 4441	Reserve 0101
Be	g. 3,188.95	Beg. 600.00	Beg. 1,800.00

Dpt. 300.00 Dpt. 100.00 Dpt. None Bal. 2,100.00 Bal. 700.00 Bal. 3,188.95

For additional detail information on the above bank accounts see the Financial Report attached Motion to approve Wanda Hall

Seconded by Dennis Perry

**Motion Carried** 

# B. Operation & Maintenance Report

Mr. Munoz was absent; however he contacted Wanda Hall and advised her that everything was operating. Tables are the most economical; barrel of Chlorine is \$202.00 plus delivery. Initially the cost for a tank/equipment would cost approximately \$6,000.00. Tynan WSC is spending \$400.00 a month on Chlorine. The Chlorine tank/equipment will pay for its self in one year. Joe Sandoval shall contact TCEQ to make sure that Tynan WSC is within the provision, regulation etc., should Tynan WSC decide to **NO ACTION TAKEN** use Chlorine tables or Chlorine tank/equipment.

Since Mr. Munoz was not present no action was taken. The Board merely discussed in general concerns/changes that of interest.

# VI. Old Business

# A. Generators

Dennis advised that he had contacted Thomas Electric; however, Thomas Electric had not returned his call. He had contacted "Godwin Pumps" however the representative seemed to be more interested in installing pumps instead of generators.

Wanda –due the time frame the board contacted Coastal Tools and reached an agreement that Coastal Tools would provide generators in case of emergency. Thomas Electric was contacted to provide a proposal to perform the necessary electrical requirements for the lift stations, water plant and sewer plant. Water plant requires one particular part that will cost approximately \$2,300.00. Thomas Electric was given a verbal go head due the time frame set forth by TCEQ.

# B. Grants

E-mail received by Offie from Eric Hartzell (copy to Judge Sliva) which states the State has released preliminary scores for the 2011-12 Colonia Fund competition etc., etc. (copy of e-mail attached)

# VII. New Business

# A. Electrical Work

Discussed under generators also since the Generators and Electrical work go hand in hand. Wanda contacted Thomas Electrical concerning the electrical wiring needed for the water/sewer plants and the lift stations. Thomas electrical gave a verbal proposal of \$5,900.00. The Water Plant will cost the most since it requires a particular part that will cost approximately \$2,300.00. This will be a turnkey job upon completion.

Motion was made by Gracie Laechelin that \$5,900.00 w/ a 10% tolerance in either direction Seconded by Wanda Hall Motion Carried

To bring everyone current Gracie mentioned the expenditure of \$6,000.00 at the sewer plant No repairs had been performed on the Sewer Plant since its installation. It was a major revamp, ladder chain, etc. were replaced. Tynan WSC paid PEECO \$2,000.00 and the balance is on monthly payments of \$200.00

VIII. Executive Session

None

XI. Next meeting date/items on next month meeting. September 15, 2011

X. Adjournment

Motion to adjourn made by Dennis Perry at 7:43 p.m.

Seconded by Wanda Hall

**Motion Carried** 

Wanda Hall, President

Tynan WSC

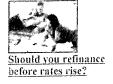
Attachments: Agenda

Sign-in-Sheet Financial Report

E-Mail from Eric Hartzell on "Grants"

WH/oj

Mail My YI Yahoo! Upgrade to Safer IE9 Hı, Offie Sign Out Options Search Bee County 2011-12... replay 🗘 Hide Details Bee County 2011-12 Colonia Fund Conversations Thursday, August 11, 2011 4 17 PM FROM: Eric Hartzell Drafts то: Judge Silva Be Buildinerica o cc· Offie Jimenez Betty Collier (Betty Collier) Donna Johnson Cash Rewards Spam Always earn cash Trash back on purchases Hı Judge Silva, The State has released preliminary scores for the 2011-12 Colonia Fund competition
Bee County's application for housing rehab in several colonias and generators in Tynan ranked #17 out of 29
We expect at least 10 projects will be funded using 2011 funds and perhaps as many as 14.
This means the County is in a good position to receive 2012 funding next summer—provided the federal budget cuts are not too extreme Plus \$50 bonus AlA Insurance cash back offer after qualifying purchases. apple Avery Castillo I will confirm the exact timing once the official announcement is made, but wanted to give you the hopeful news as soon as I got it Briones Cathy Dougherty Please give me a call if you have any questions. We look forward to working with you! -eric Glenda Swierc Eric Hartzell GrantWorks 512-420-0303 x302 Jane Scheidler Mark Oliver eric@grantworks.net New Fax Number: (800) 318-5838 Micheal Redda Pauline Cantu Reply to eric@grantworks net untitled untitled1 Sank of America 🧇 Online Contacts Apply Nov. P Applications All My Purchases Attach Large Files Automatic Organizer Calendar Edit Photos



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# Tynan Water Supply Corporation August 25 2011 Monthly Meeting @ 7:00 p.m.

Sign in Sheet

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Approved By

Vice President Gracie Laechelin Director Dennis Perry

# TYNAN WATER SUPPLY CORPORATION

P.O. BOX 115 TYNAN, TEXAS 78391

(361) 547-5405 (361) 547-9567 (361) 547-6089 (361) 547-0831

# **Meeting Notice**

Notice is hereby given that the Board of Directors of the Tynan Water Supply Corporation will meet at the Tynan Water Supply Corporation Office, FM 796 in Tynan, at 7:00pm on September 15, 2011.

# Agenda

- I. Declare Quorum
- II. Call to order
- III. Member/Public comments (limit to 3 minutes per person)
  The board will not ask any questions, or make any comments.
- IV. Minutes
  - A. Regular board meeting
- V. Monthly Reports
  - A. Finance Report
  - B. Operation & Maintenance Report
- VI. Old business
  - A. generators
  - B. Grants
- VII. New business
  - A. Management liability
  - B. Discount to customers (one time only)
  - C. Signing of new signature on accts
  - D. Vote if to sign a certification to TCEQ
- VIII. Executive Session
- IX. Next meeting date/items on next month meeting
- X. Adjournment

The above notice of the meeting of the Tynan Water Supply Corporation was posted with the Bee Count Clerk's Office, room 103 in Beeville Texas 78102 via fax (361)362-3247 or hand delivered, to meet the notice and posting requirements on September 12,2011.

RECEVIED AND POSTED SEPTEMBER 12, 2011 @ 10:40

MIRELLA ESCAMILLA DAVIS, CLERK COUNTY COURT, BEE COUNTY, TEXAS

By Luse Kelkem

Wanda Hall, President Gracie Laechelin, Vice President Ofilia Jimenez, Secretary-Treasures Dennis Perry, Board Member Albert Zdansky, Board Member

# Tynan Water Supply Corporation September 15, 2011 Minutes Meeting

I. Quorum Declare by Wanda Hall, President

Members Present: Wanda Hall, President, Gracie Laechelin, Albert Zdansky and Ofilia Jimenez.

**Board Members Absent**: Dennis Perry & Santiago Munoz

Public: Mr. & Mrs. Manuel Resio

- II. Meeting called to order at 7:00 p.m. by Wanda Hall, President
- III. Member/Public comments (Limit to 3 minutes per person)No comments by Board Members None
- IV. Minutes
  - A. Regular Board Meeting

Motion to accept minutes for August 15, 2011 as presented made by Albert Zdansky Seconded by Wanda Hall Motion Carried

V. Monthly Reports

A. Finance Report

Finance Report was presented by Gracie Laechelin as follows:

• Checking 9441	Loan Account 9361	Maintenance 9601
• Beg. 8,680.89	Beg. 5,559.27	Beg. 11,505.00
• Dpt 10,616.41	Dpt. 1,757.68	Dpt 900.00
• Bal. 13,830.31	Bal. 7,316.95	Bal. 12,405.00
Water/Sewer 0291	Contingency 4441	Reserve 0101
Beg. 3,188.95	Beg. 700.00	Beg. 2,100.00
Dpt. None	Dpt. 100.00	Dpt. 300.00
Bal. 3,188.95	Bal. 800.00	Bal. 2,400.00

For additional detail information on the above bank accounts see Financial Report attached. Motion made by Wanda Hall to accept the Financial Report and all payments made as outlined in the Financial Report for the August, 2011.

Seconded by Albert Zdansky

Motion Carried

B. Operation & Maintenance Report

Santiago Munoz was absent due to illness. Gracie reported that Tynan WSC had a couple of leaks and 3 broken meters. Wanda stated she had spoken to Mr. Munoz and everything was working.

Motion made by Wanda Hall to accept Operation & Maintenance Report as presented above. Seconded by Albert Zdansky Motion Carried

## VI. Old Business

A. Generators

Wanda reported that Thomas Electric is waiting on parts and a written proposal has not been submitted by Thomas Electric to Tynan WSC.

#### B. Grants

Nothing new to report. Wanda suggested that Tynan WSC look into applying for another Grant for a new well and water tank since Tynan WSC does not have a back-up well.

Gracie raised several vaild points concerning a new water well

- 1. Where will the well be drugged
- 2. Acquisition of property
- 3. How far apart should the old well be from the new well

Board will continue to look into this matter

#### VII. New Business

## A. Management Liability

Received e-mail from Sand Batchelor which stated that Tynan WSC does not carry Manage3ment Liability. Management Liability coverage could been written for \$500.00 annual premium. Proposal for Tynan WSC insurance coverage in the might of \$2,600.00 was received and discussed, however not action was taken since it was not on the Agenda.

# B. Discount to Customers (One Time Only)

The One Time Only discount of 5% or 10%\$ for customers proposed previously by Dennis Perry was discussed. The Board agreed that it was a good will gesture and it should be noted on the December, 2011 water statement that it was only for the month of December, 2011.

Motion was made by Wanda that a One Time Only 10% discount be approved for the month of December, 2011.

Seconded by Albert Zdansky

Motion Carried

# C. Signing of new signature on accounts

Bank prepared new signature documents since the status of Board Members had changed. All Board Members are authorized to sign off on checks. All documents were signed by each Board Member and returned to the bank.

# D. Vote if to sign a Certification to TCEQ

Wanda expressed her concerns in signing off on the TCEQ Certification, because it states a person can go to jail and/or be fined for various reasons. Wanda will review the matter further and advise No action was taken. Matter was tabled

VIII. Executive Session

None

IX. Next meeting date/items on next meeting

Next meeting set for October 20, 2011.

# X. Adjournment

Motion made by Gracie to adjourn the meeting at 7:45 p.m.

Seconded by Albert Zdansky

**Motion Carried** 

Wanda Hall, President

Tynan WSC

Attachments:

Agenda Financial Report Sign-in-Sheet

E-Mail from Sandy Batchelor w/AIA Insurance

bj12 - Yahoo! Mail 10/16/11 8:39 PM

RE: (R)egistered: Crime/Officers and Directors

Hide Details

Wednesday, September 21, 2011 3.25 PM

FROM: Sandy Batchelor
TO: Offie Jimenez

Thank you!!!

From: Offie Jimenez [mailto:obj12@yahoo.com] Sent: Wednesday, September 21, 2011 3:23 PM

To: Sandy Batchelor

Subject: Re: (R)egistered: Crime/Officers and Directors

Ms. Batchelor,

Information per request. If additional information is needed please let me know.

Total Expenses \$65,209.09 (overall amount includes Maintenance Expenses of \$26,781.04)

Total Maintenance Expenses \$26,781.04

Annual debt repayment (if any) \$18,512.88

I do know that you do not have any employees. None

Thank you, Offie 361 207 1944

From: Sandy Batchelor < sbatchelor@aiainsagency.com>

To: Offie Jimenez <obj12@yahoo.com>
Sent: Monday, September 12, 2011 9:01 AM

Subject: RE: (R)egistered: Crime/Officers and Directors

need the following three numbers from your "year end" financials – 2010 for:

Total Maintenance Expenses \$\_\_\_\_\_

Annual debt repayment (if any) \$\_\_\_\_\_

I do know that you do not have any employees.

Once I get these numbers back I will be able to secure "firm" numbers for your quotes.

Many thanks.

Sandy Batchelor AIA Insurance Agency,Inc. P O Box 2143 Denton,TX. 76202

Phone: 1-800-666-9551 or 940-898-1604 FAX: 1-877-270-6579 or 940-898-1252

E Mail: sbatchelor@aiainsagency.com

From: Offie Jimenez [mailto:obj12@yahoo.com] Sent: Saturday, September 10, 2011 9:44 AM

To: Sandy Batchelor

Subject: Re: (R)egistered: Crime/Officers and Directors

Ms. Batchelor

Could you please provide Tynan WSC with two proposals

- 1. Management Liability would be for 5 board members
- 2. Dishonest Emp. up to the amount of \$100T- Tynan WSC has no employees; however, Tynan WSC is obligated to

'carry "Surety Bond." Tynan WSC is not sure if "Dishonest Emp." & "Surety Bond" are the same.

If additional information is needed, please advise.

Thank you Offie Jimenez

From: Sandy Batchelor <sbatchelor@aiainsagency.com>

To: obj12@yahoo.com

Sent: Wednesday, July 27, 2011 11:16 AM Subject: (R)egistered: Crime/Officers and Directors

This is a Registered E-mail® message from Sandy Batchelor.

Ms. Jimenez

I have requested the underwriter quote the \$50,000 limit to us for the increase in the crime coverage – as soon as I receive it I will e mail the premium to you.

I did want to clarify that Tynan WSC **DOES NOT carry Management Liability** which protects the Officers and Directors personally. You do carry general liability which protects the water supply for it's "operations".

If you would like to carry Management Liability and secure the protection for the Officers and Directors I'm sure that with as small as you are and having no employees this coverage can be written for \$500 annual premium.

Since you are so knowledgeable about coverage forms I have attached a copy of the Management Liability coverage form for your review and consideration in securing the coverage. Note that the coverage protects the Officers/Directors as well as their spouse.

If you desire a "firm premium quote/proposal" for this coverage I would only need to know how many current directors you have as well as your "year end" total for "expenses" and "Maintenance expenses" to secure this quote from the carrier.

If you have any questions do not hesitate to let me know.

I will forward the crime premium as soon as received.

Regards,

# Sandy Batchelor AIA Insurance Agency,Inc.

http://us.mg5.mail.yahoo.com/neo/launch?.rand=8hu7hsm8nt97t

P O Box 2143

Denton, TX. 76202

Phone: 1-800-666-9551 or 940-898-1604 FAX: 1-877-270-6579 or 940-898-1252

E Mail: sbatchelor@aiainsagency.com

For more information about the RPost<sup>®</sup> Registered E-mail<sup>®</sup> service visit <a href="http://www.rpost.com">http://www.rpost.com</a>

3 Attached files | 5KB

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View Slideshow Download All

Reply to Sandy Batchelor

# Tynan Water Supply Corporation September 15, 2011 Monthly Meeting @ 7:00 p.m.

# Sign in Sheet

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Vice President Gracie Laechelin Director Dennis Perry

# TYNAN WATER SUPPLY CORPORATION

P.O. BOX 115 TYNAN, TEXAS 78391

(361) 547-5405 (361) 547-9567 (361) 547-6089 (361) 547-0831

# **Meeting Notice**

Notice is hereby given that the Board of Directors of the Tynan Water Supply Corporation will meet at the Tynan Water Supply Corporation Office, FM 796 in Tynan, at 7:00pm on October 20, 2011.

# Agenda

- I. Declare Quorum
- II. Call to order
- III. Member/Public comments (limit to 3 minutes per person)
  The board will not ask any questions, or make any comments.
- IV. Minutes
  - A. Regular board meeting
- V. Monthly Reports
  - A. Finance Report
  - B. Operation & Maintenance Report
- VI. Old business
  - A. grants
  - B. AIA Insurance
  - C. Management liability
  - D. Sign certification to TCEQ
- VII. New business
  - A. Mr. Blair addressing non-profit and IRS
  - B. Paul King with TRWB
  - C. Offie Jimenez met with Paul King
    - a. New by laws
    - b. New annual elections/meeting regulations
  - D. Opened 2 new accounts
- VIII. Executive Session
- IX. Next meeting date/items on next month meeting
- X. Adjournment

The above notice of the meeting of the Tynan Water Supply Corporation was posted with the Bee Count Clerk's Office, room 103 in Beeville Texas 78102 via fax (361)362-3247 or hand delivered, to meet the notice and posting requirements on October 17,2011.

#### Tynan Water Supply Corporation P.O. Box 115 Tina, Texas 78391

Wanda Hall, President Gracie Laechelin, Vice President Ofilia Jimenez, Secretary-Treasures Dennis Perry, Board Member Albert Zdansky, Board Member

# Tynan Water Supply Corporation October 20, 2011 Minutes Meeting

I. Quorum Declare by Wanda Hall, President

Members Present: Wanda Hall, President, Gracie Laechelin, and Ofilia Jimenez.

Board Members Absent: Dennis Perry, Albert Zdansky & Santiago Munoz

Public: Mr. & Mrs. Manuel Resio

- 11. Meeting called to order at 7:00 p.m. by Wanda Hall, President
- III. Member/Public comments (Limit to 3 minutes per person)No comments by Board Members None
- IV. Minutes
  - A. Regular Board Meeting

Motion to accept minutes for September 15, 2011 made by Wanda Hall Seconded by Gracie Laechelin Motion Carried

# V. Monthly Reports

A. Finance Report

Financial Report presented by Gracie Laechelin as follows:

•	Checking 9441	Loan Account 9361	Maintenance 9601
•	Beg. 13,830.31	Beg. 7,316.95	Beg. 12,405.00
•	Dpt 8,317.67	Dpt. 1,788.48	Dpt 900.00
•	Bal. 15,532.34	Bal. 9,105.43	Bal. 13,305.00
Water/Sewer 0291		Contingency 4441	Reserve 0101
Beg	ş. 3,188.95	Beg. 800.00	Beg. 2,400.00
Dpt	500.00	Dpt. 100.00	Dpt. 300.00
Bal.	. 3,688.95	Bal. 900.00	Bal. 2,700.00

For additional detail information on the above bank accounts see Financial Report attached. Motion made by Wanda Hall to accept the Financial Report and all payments made as outlined in the Financial Report for the September, 2011.

Seconded by Gracie Laechelin

**Motion Carried** 

## B. Operation & Maintenance

Mr. Munoz was not present, however he pasted the following information to Wanda Hall – He said everything was okay, nothing negative.

#### VI. Old Business

#### A. Grants

Ofilia contacted Eric Hartzell w/GrantWorks and he advised that Tynan WSC could apply for grant funds again next summer, for the 2013-14 cycle.

#### B. AlA Insurance

The annual proposal of \$2,600.00 submitted by AIA Insurance was approved, payment was also approved.

Motion made by Wanda Hall Seconded by Gracie Laechelin Motion Carried

# C. Management Liability

Management Liability proposal submitted by AIA Insurance with an annual premium of \$500.00 was Approved.

Motion made by Wanda Hall Seconded by Gracie Laechelin Motion Carried

# D. Sign Certification to TCEQ - Tabled

# VII. New Business

He will file a 490 for an extension. Tynan WSC is not considered a Non-Profit. Tynan WSC will need to apply for Non-Profit status. It will be good to have financial information for five-six years.

Second Option – apply for Non-Profit status retroactive was not a necessity for move forward from beginning today. Financial Statements or Tax Return 1999, 2000, 2001, and 2002 needed. IRS application fee is about \$750.00 and approval could be six weeks or 6 months. There will no charge for the completion of the application.

The Board determined and voted to apply from the present and move forward.

Motion made by Wanda Hall Seconded by Gracie Laechelin Motion Carried

# B. Paul King with TRWB

Was not able to attend the meeting

# C. Offie Jimenez met with Paul King

# A. New By-Laws

Mr. King advised that new By-Laws are in the making and should be available soon. Tynan WSC will need to review the new By-Laws, develop By-Laws suitable to Tynan WSC and adopted the new By-Laws.

# B. New Annual Election/Meeting Regulations

The following was discussed by Mr. King. During the Annual Meeting there will be no nomination made from the floor, Voting by Proxy is now available under the new Regulations. Ballot will need to be mailed out for nomination for Board vacancies and the President of the Board appoints Credential Committee, detailed information should be forthcoming.

D. Opened 2 New Accounts
Two new water accounts were opened

Discussion held by the Board of Directors. The discussion was concerning opening a new temporary bank account. The account would be set up to meet the \$15,000.00 grant requirements. Tynan WSC must the amount mentioned, otherwise issues will be encountered.

No decision or motion was made concerning the above discussion.

VIII. Executive Session None

IX. Next meeting date/items on next month meeting **November 17, 2010** 

X. Adjournment

Motion made by Wanda Hall to adjourn the meeting at 7:47 p.m. Seconded by Gracie Laechelin Motion Carried

Wanda Hall

President, Tynan WSC

Attachments: Financial Report

Sign-in-Sheet

E-Mail from Eric Hartzell, GrantWorks

Agenda

# Tynan Water Supply Corporation October 20, 2011 Monthly Meeting @ 7:00 p.m.

Sign in Sheet

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obj12 - Yahoo! Mail 11/15/11 7:23 PN

RE: Grants
Hide Details

FROM: Eric Hartzell Monday, October 10, 2011 10:58 AM

TO: 'Offie Jimenez'

cc: 'Suzy Riley' Donna Johnson

# Hi Ms. Jimenez,

The generator grant should be funded in the spring of 2012 (that grant also includes housing rehab funding). The County can apply for grant funds again next summer, for the 2013-14 cycle.

That would be the soonest for any grant money for a well and water tank, though the Court would have to decide which area of the county would get assistance for that cycle.

I suggest you speak with the commissioner again in the early spring maget his support less and the early sprin

I ment sure about your second question. Generally if so name has received assistance thing the larger group program they aren't eligible to receive addition to select the second point of the great most of of femisors are a constituted from the polymeter has each great program.

Please let me known flyour mant more information. The specific of the state of the

Eric Hartzell
GrantWorks
513 420-0303 v303
cric@grantworks in 1
New Pier Plandberg (edge) 100 303

From: Offie Jimenez [mailto:obj12@yahoo.com] Sent: Monday, October 10, 2011 10:36 AM

To: Eric Hartzell Subject: Grants

Morning Mr. Hartzell,

The Tynan WSC Brd asked that I contact you concerning the following. Tynan WSC would like to obtain another Grant to dig new a water well and a new water tank.

Tynan WSC does not have a back up system. Please advise.

Second: On the grant that is pending -the question has come up... .. If a person receives monies for home repairs and the monies are not sufficient can that person apply

for additional monies the following year if another grant has been approved for this area.

Sept. 2011,	Initials   Dispersion   Prepared By   Approved By	iate
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Director Albert Zdansky

Vice President Gracie Laechelin Director Dennis Perry

# TYNAN WATER SUPPLY CORPORATION

P.O. BOX 115 TYNAN, TEXAS 78391

(361) 547-5405 (361) 547-9567 (361) 547-6089 (361) 547-0831

# **Meeting Notice**

Notice is hereby given that the Board of Directors of the Tynan Water Supply Corporation will meet at the Tynan Water Supply Corporation Office, FM 796 in Tynan, at 7:00pm on November 17, 2011.

# Agenda

- I. Declare Quorum
- II. Call to order
- III. Member/Public comments (limit to 3 minutes per person)
  The board will not ask any questions, or make any comments.
- IV. Minutes
  - A. Regular board meeting
- V. Monthly Reports
  - A. Finance Report
  - B. Operation & Maintenance Report
- VI. Old business
  - A. Thomas Electric
  - B. AIA Insurance
  - C. Discount to customers (10% one time only)
  - D. Sign certification to TCEQ
- VII. New business
  - A. Annual meeting
    - a. Agenda
    - b. B**e**llet
    - c. Credential committee
  - B. Budget for 2012
  - C. Information to customers on re-election of board members
- VIII. Executive Session
- IX. Next meeting date/items on next month meeting
- X. Adjournment

The above notice of the meeting of the Tynan Water Supply Corporation was posted with the Bee Count Clerk's Office, room 103 in Beeville Texas 78102 via fax (361)362-3247 or hand delivered, to meet the notice and posting requirements on November 14,2011.

## Tynan Water Supply Corporation P.O. Box 115 Tynan, Texas 78391

Wanda Hall, President Gracie Laechelin, Vice President Ofilia Jimenez, Secretary-Treasures Dennis Perry, Board Member Albert Zdansky, Board Member

# **Tynan Water Supply Corporation** November 17, 2011 **Minutes Meeting**

1. Quorum Declare by Wanda Hall, President

Members Present: Wanda Hall, President, Gracie Laechelin, Ofilia Jimenez, Albert Zdansky and Santiago

**Board Members Absent**: Dennis Perry Public: Mr. & Mrs. Manuel Resio

- II. Meeting called to order at 7:00 p.m. by Wanda Hall, President
- III. Member/Public comments (Limit to 3 minutes per person) No comments by Board Members None
- IV. Minutes

A. Regular Board Meeting

Motion to accept minutes for October 20, 2011 made by Wanda Hall Seconded by Gracie Laechelin **Motion Carried** 

V. Monthly Reports

A. Finance Report

Financial Report presented by Gracie Laechelin as follows:

Check 9441	Loan 9361	Maintenance 9601
Beg. 15,532.34	Beg. 9,105.43	Beg. 13,305.00
Dpt 5.126.19	1.747.98	900.00
Bal. 14,389.87	10,853.41	14,205.00

Water/Sewer 0291	Contingency 4441	Reserve 0101	
Beg. 3,688.95	Beg. 900.00	Beg. 2,700.00	
Dpt -0-	100.00	300.00	
Bal. 3.688.95	1,000.00	3,000.00	

For additional detail information on the above accounts see Financial Report attached. Motion made by Wanda Hall to accept the Financial Report and all payments made as outlined In the Financial Report for October 2011. Seconded by Albert Zdansky **Motion Carried** 

B. Operation & Maintenance Report

Report presented by Santiago Munoz – TSS was a little high-Oct TSS reading was 4.0, Oct 27 reading was 4.0 and Oct. 18 reading was 21.0. Several cities are having the same problem, not sure what is happening.

Wanda/Gracie – maybe the plant needs to be cleaned. Plant was cleaned during the summer TSS will be monitored.

Wanda – Shed located at the Waste Plant has been fixed, keys are being made.

Motion made by Wanda Hall to accept the Operation & Maintenance Report.

Seconded by Albert Zdansky

**Motion Carried** 

## VI. Old Business

A. Thomas Electric

Thomas Electric has setup and completed sewer plant and the two lift stations. Water plant is pending and it will be a big expense

#### **B. AIA Insurance**

The Board discussed adding "Management Liability" for the Board Members. Board accepts Management Liability and to continue in the future.

The Board authorizes Wanda Hall, President to sign off on the Management Liability Insurance Motion by Wanda Hall to accept the Management Liability Insurance.

Seconded by Albert Zdansky

**Motion Carried** 

# C. Discount to customers (10% one-time only)

The discount will be included in the December, 2011 water statements. 10% discount applies only to the base of water and sewer. The following statement will be included in each water statement. "As a valuable customer, we appreciate your business and are giving a discount of \$5.80 or \$2.50, which is 10% of your base charge of sewer and/or water. This discount is only applied to the December 2011 sewer and/or water bill. Again, this is only to the December 2011 billing, this discount will not be applied to any pass due or agreements accounts.

Motion made by Gracie Laechelin to accept and include the above statement in all of the December 2011 water statements.

Seconded by Albert Zdansky Motion Carried

# D. Sign Certification to TCEQ

Tabled by Wanda Hall Seconded by Albert Zdansky

VII. New Business

A. Annual Meeting

a. Agenda

Several items were discussed for the Annual Meeting Agenda, nothing approved.

b. Ballot

Under the new Annual Meeting procedures a ballot now has to be used, anyone wanting to serve as a director must also have petition signed with 5% of the members. Election Auditor is now required by the new Annual Meeting procedures. All of the new Annual Meeting procedures have specific deadline that must be adhere to before the Annual Meeting can be held.

c. Credential Committee

Credential Committee was established as follows:

Albert Zdansky Maria Velia Resio Ofila Jimenez, Sec.Tres.

Motion made by Wanda Hall to accept the Credential Committee Seconded by Gracie Laechelin Motion Carried

#### B. Budget 2012

Everyone was reminded that we need to start working on the Budget for 2012. All suggestion, comments are welcomed.

C. Information to customers on re-election of Board Member

New procedures for new director and re-election of board members must be mailed to all of the Tynan Water Supply Corporation customers.

This matter was merely discussed not action was taken

VIII. Executive Session--- None

IX. Next Meeting date/items on next month meeting

Meeting date: December 15, 2011

Items: Procedures for Conducting an Annual Meeting or Special Members Meeting Change the Annual Meeting date

X. Adjournment

Motion made by Gracie Laechelin to adjourn meeting at 8:46 p.m.

Seconded by Albert Zdansky Motion Carried

Wanda Hall

President, TynanWSC

Attachments: Sign-in Sheet

Agenda

Financial Report

Statement concerning 10% mailed to TWSC customers

\*\$\*ONE TIME ONLY\*\*\*

AS A VALUABLE CUSTOMER, WE APPRECIATE YOUR BUSINESS AND ARE GIVING A DISCOUNT OF \$5.80 OR \$2.50, WHICH IS 10% OF YOUR BASE CHARGE OF SEWER AND/OR WATER. THIS DISCOUNT IS ONLY APPLIED TO THE DECEMBER 2011 SEWER AND/OR WATER BILL. AGAIN, THIS IS ONLY TO THE DECEMBER 2011 BILLING, THIS DISCOUNT WILL NOT BE APPLIED TO ANY PASS DUE OR SINCERELY, TWSC

Tynan Water Supply Corporation November 17, 2011 Monthly Meeting @ 7:00 p.m.

<b>∫ ∫ ∫</b> Sign in Sheet
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Vice President Gracie Laechelin Director Dennis Perry

## **TYNAN WATER SUPPLY CORPORATION**

P.O. BOX 115 TYNAN, TEXAS 78391

(361) 547-5405 (361) 547-9567 (361) 547-6089 (361) 547-0831

## **Meeting Notice**

Notice is hereby given that the Board of Directors of the Tynan Water Supply Corporation will meet at the Tynan Water Supply Corporation Office, FM 796 in Tynan, at 7:00pm on December 15, 2011.

#### Agenda

- I. Declare Quorum
- II. Call to order
- III. Member/Public comments (limit to 3 minutes per person)
  The board will not ask any questions, or make any comments.
- IV. Minutes
  - A. Regular board meeting
- V. Monthly Reports
  - A. Finance Report
  - B. Operation & Maintenance Report
- VI. Old business
  - A. Budget 2011
- VII. New business
  - A. Accept all new procedures for conducting an annual for special members meeting
  - B. Change/set the annual meeting date
  - C. Conference TWRA registration fee
- VIII. Executive Session
- IX. Next meeting date/items on next month meeting
- X. Adjournment

The above notice of the meeting of the Tynan Water Supply Corporation was posted with the Bee Count Clerk's Office, room 103 in Beeville Texas 78102 via fax (361)362-3247 or hand delivered, to meet the notice and posting requirements on December 12,2011.

RECEIVED AND POSTED DECEMBER 12, 2011 @ 8:25 A.M.

MIRELLA ESCAMILLA DAVIS, CLERK COUNTY, COURT, BEE COUNTY, TEXAS

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#### Tynan Water Supply Corporation P.O. Box 115 Tynan, Texas 78391

Wanda Hall, President Gracie Laechelin, Vice President Ofilia Jimenez, Secretary-Treasures Dennis Perry, Board Member Albert Zdansky, Board Member

# Tynan Water Supply Corporation December 15, 2011 Minutes Meeting

I. Quorum Declare by Wanda Hall, President

Members Present: Wanda Hall, President, Gracie Laechelin, VP Ofilia Jimenez, Albert Zdansky Dennis Perry and Santiago Munoz.

**Board Members Absent**: None **Public:** Mr. & Mrs. Manuel Resio

- II. Meeting called to order at 7:00 p.m. by Wanda Hall, President
- III. Member/Public comments (Limit to 3 minutes per person) No comments by Board Members --- None
- IV. Minutes

A. Regular Board Meeting

Motion to accept minutes for November 17, 2011 made by Albert Zdansky Seconded by Wanda Hall Motion Carried

#### V. Monthly Reports

A. Finance Report

Financial Report presented by Gracie Laechelin as follows:

Acct 9441	Acct 9361	Acct 9601
Beg. 14,389.87	10,853.41	14,205.00
7 Dpt 9,017.63	1,819.66	900.00
Debits 7,559.22		
Bal. 15,848.28	12,673.07	15,105.00
Acct 0291	Acct. 4441	Acct. 0101
Beg. 3,688.92	1,000.00	3,000.00
Dpt 0	100.00	300.00
Bal. 3,688.95	1,100.00	3,300.00

Correction: \$300.00 deposited into account Reserve Acct 0101 instead of \$900.00 as originally reported. Documentation available to support the \$300.00 deposit.

For additional detail information on the above accounts see the Financial Report attached.

Motion made by Albert Zdansky to accept the correction in account 0101, accept the Financial Report and all payments made as outlined in the Financial Report for November, 2011

Motion seconded by Wanda Hall

Motion Carried

B. Operation & Maintenance Report

Present by Santiago Munoz – TSS went down, in November it was 4.0, Chlorine is okay- everything is okay

Motion to accept the Operation & Maintenance Report made by Albert Zdansky Seconded by Gracie Laechelin Motion Carried

#### VI. Old Business

A. Budget 2011

Budget was discussed in detailed. Expenditures for 2011, Revenue for 2011, increases for Budget 2012. Final Draft for Budge 2012 will be present in the January, 2012. No Action taken, because the Budget for 2012 was not on the Agenda.

#### VII. New Business

- A. Accept all new procedures for conducting an Annual for special member meeting.
- B. Change/set the Annual Meeting date

New procedures for conducting an Annual or Special Members meeting were discussed. Procedures discussed Ballot, Credential Committee, Application for Directors, Member's meeting packets, voting roster and dates were set to meet the events leading up to the Annual Meeting (copy of time line events attached).

Discussion to move the Annual Meeting from March,2011 to May, 2012 - to meet all of the time line events leading up to Annual Meeting/Director Election- the moving of the Annual Meeting was agreed upon. The Annual Meeting set for March, 2012 was a time frame that could not be met due to the line events as set-forth in the new procedures for conducting an Annual Meeting

Motion made by Dennis Perry to accept all new Procedures for Conducting an Annual or Special Members Meeting and set the Annual Meeting date to the second Saturday in May beginning 2012.

Seconded by Wanda Hall

**Motion Carried** 

Discussion: Dennis Perry – By Laws must be reviewed to insure that Tynan WSC is in compliance.

#### C. Conference TWRA Registration Fee

Ofilia Jimenez requested to attend the Water Board Directors Governance Conference. Attendance is necessary to stay abreast new procedures, in particular the new procedures for conducting Annual Meeting. Registration Fee of \$385.00 was submitted to TWRA in order to meet the deadline for registration. Conference will be held in Austin, TX, January 19-20, 2012.

Motion made by Wanda Hall to accept the registration fee payment to TWRA Seconded by Dennis Perry

**Motion Carried** 

Dennis Perry – Amend Motion to reimburse Ofilia Jimenez for additional out of pocket expenditures upon submission of receipts to the Board Reapproved motion made by Gracie Laechelin Seconded by Wanda Hall Motion Carried

### VIII. Executive Session-----None

IX. Next Meeting date/items on next month meeting

**Next Meeting Date: January 19, 2012** 

**Tentative Items for Agenda** 

- 1. Joe Sandoval Contract
- 2. New & Old by Law & Change/finalized By Law
- 3. Incorporate Procedures & Continuation for the finalization for Annual Meeting
- 4. Budget for 2012
- 5. Assessment Report
- 6. Election of new Credential Committee Member
- 7. Auditor for 2011 (Have 120 day to submit to Mr. Briones, TRWB)
- 8. TRWA Membership

X. Adjournment
Motion made by Offie Jimenez to adjourn at 8:30 p.m.
Seconded by Wand Hall
Motion Carried

Wand Hall

President, Tynan WSC

Attachments: Sign-in-Sheet

Agenda

Financial Report

E-Mail from Mr. Ernest Briones, TRWB

obj12 - Yahoo! Mail 12/15/11 2:05 PM

Re: Current Bank Statements

Hide Details

FROM: Frnest Briones

TO: Offie Jimenez Thursday, December 15, 2011 8:37 AM

Hi Offie.

Glad to hear that things are going well. Thank you for sending the documents requested and for the payment made December 12. I'll review them and get back to you once I have a chance to review them.

Have you engaged an auditor for the fiscal year ending December 31, 2011? If you haven't done so yet, please schedule a meeting with your board to see about appointing one very soon so that an audit can be prepared before 120 days after the fiscal year ends. The deadline is April 30, 2012. You will receive a letter first week of January 2012 from Carleton as a

courtesy reminder. It would be fantastic news if an auditor was selected by the time you receive the letter.

Once an auditor is selected, make sure that the engagement letter for auditing services includes provisions for: 1) specifically acknowledging the deadline of April 20, 2012 for completion, and 2) that monthly progress reports are required to be presented to the TWSC board. This way you all will know early if problems are encountered hindering the audit preparation and giving you ample time to resolve them The engagement letter is the two-party contract between the TWSC and the auditor. The standard language will not usually include the above provisions but as a party to the contract, the TWSC has the prerogative to require this.

Please pass along my congratulations and holiday greetings to the rest of the TWSC board. Thank you all for the diligent service and leadership you have been providing to your membership.

Best regards always,

Ernesto Briones (512) 475-4815

>>> Offie Jimenez <<u>obj12@yahoo.com</u>> 12/15/2011 5:19 AM >>>

Morning Mr Briones, We are all doing well. TWSC is not having so many problems. Attached are the Nov. 2011 Bank Statments for Tynan WSC. In Bank Acct 9361 the balance shown does not reflect the

deduction of the Loan pymt submitted on 12/12/11 in the amount of \$9,292.59 plus \$20.00 wire transfer.

Thank you, Offie Jimenez 361 207 1944

From: Ernest Briones < Ernest.Briones@twdb.state.tx.us>

To: Offie Jimenez <obj12@yahoo.com> Sent: Monday, December 12, 2011 3:26 PM

Subject: Current Bank Statements

Hi Ofilia,

I hope things are going well for you and the board.

At your earliest convenience, will you please send me copies of the November 30, 2011 bank

http://us.mg5.mail.yahoo.com/neo/launch?.rand=5a0smrse5k56k

Page 1 of 2

12/15/11 2:04 PM obj12 - Yahoo! Mail

Re: Current Bank Statements

Hide Details

Thursday, December 15, 2011 10:48 AM

FROM: Ernest Briones

Offie Jimenez TO:

Offie,

I compared the Reserve Fund bank balance for November with the balance in July and it appears that the monthly \$300 deposits have been made appropriately. Please continue with this effort until you reach the average annual debt service requirement as stipulated in the loan agreement. The ultimate balance currently is \$17,931. This may take a while but the loan agreements allows a replenishment over 60 months. The balance as of November represents eleven months and a good start.

We'll check it again at the close of December 2012 and re-calculate the amount then. AS long as you continue the \$300 deposit, you will be fine at the end of 2012.

Thanks.

-Ernesto

>>> Offie Jimenez <<u>obj12@yahoo.com</u>> 12/15/2011 5:19 AM >>>

Morning Mr Briones, We are all doing well. TWSC is not having so many problems.

Attached are the Nov. 2011 Bank Statments for Tynan WSC. In Bank Acct 9361 the balance shown does not reflect the

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Thank you, Offie Jimenez 361 207 1944

From: Ernest Briones < Ernest. Briones@twdb.state.tx.us>

To: Offie Jimenez <obj12@yahoo.com> Sent: Monday, December 12, 2011 3:26 PM

Subject: Current Bank Statements

Hi Ofilia,

I hope things are going well for you and the board.

At your earliest convenience, will you please send me copies of the November 30, 2011 bank statements for the various funds?

Thank you in advance for your reply.

Best regards,

	Prepared By Approved By 3 4 5
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