

**CITY OF SHAVANO PARK
WATER ADVISORY COMMITTEE
900 SADDLETREE COURT, SHAVANO PARK, TX 78231
MONDAY, FEBRUARY 8, 2016**

**6:30 P.M.
MINUTES**

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m.

2. ROLL CALL:

PRESENT:

ABSENT: None

T. Lee Powers, Chairman
Matthew Trippy
Andrew Walters
Al Walea
Margaret Kautz (Maggie)
Tomas Palmer

3. CITIZENS TO BE HEARD:

None

4. MINUTES

Member Tomas motioned to accept the minutes as written, Member Kautz seconded. Motion passed.

5. PUBLIC WORKS/WATER DIRECTOR REPORTS

Director's report:

Public Works Director Peterson stated that Well # 6 which had been hit by lightning a few months ago had the electrical can and service replaced, water samples were taken and passed so Well # 6 is back online and in rotation. The Trinity well currently has a 4" strapped on meter which cannot be calibrated to make sure it is registering properly and needs to be replaced with a regular 4" meter and register. In his observance the current register the last few days it has been showing 7,000 – 8,000 gallons running through the meter, however, the pumps have been off and this is not possible. It will cost approximately \$ 2,000 to get a new one and he will be ordering this shortly. Member Walea asked Director Peterson if he could check to see if corrosion or iron could be a cause of this malfunction. Director Peterson will look into that and report back. Some of the sand filter valves have been replaced with brass ones.

Over the weekend Director Peterson received 5 SCADA alarm calls. Apparently the water dropped too low and the pumps didn't kick on as scheduled. Three (3) of them were false alarms. A sensor got stuck at the top of the tank causing an alarm. During the last half of the year, City Manager Hill will do an in-depth analysis of SCADA and alternatives so that during budget talks WAC can make a recommendation to City Council. He will do a spreadsheet of the type and frequency of the alarms for better understanding of the issues.

Director Peterson reviewed actions on the Trinity and sand filters.

An update on the meter replacement program and the issues with the accounts that weren't reading correctly. Director Peterson stated that he'd been working with members of Badger Meter to investigate what the problem and found out that the old meter model (ADE) were discontinued a couple of years ago. The new meters that have been installed since October 2014 are not the same as the ones initially installed in 2007, they are a different model (HRH) which also changes the number of dials to read from 5 to 8 and have a different "test code" to work with our billing software. Peggy is in the process of reviewing all those customers that were having outrageous bills for October or November and making adjustments if needed. Comparing the data profiles from before the swap with the current one will give us an idea if an adjustment is necessary. This process should be taken care of by the end of February. When meters were read for January everything seemed to be working properly.

Director Peterson informed the members that when repairs were done on the sand filtration tanks and they were ready for testing to put it back online, nothing indicated that the valves were left closed nor any labels on the equipment by the contractor. Therefore when our workers went to turn it on the pressure built up quickly causing the pipes to burst throwing Director Peterson to the ground and spreading debris around the site. The Contractor didn't label the valves to show they were in the closed position on the equipment and explain how it worked which could have caused a much larger problem. Director Peterson has on several occasions asked for an O & M Manual and has yet to receive one. Since this event things have been repaired and the motors have been strapped down to prevent jarring.

It was also noticed that there wasn't a separate shut off valve for the air compressor and the pump. The pump and air are on the same breaker. Rhodes Electric was hired to separate the two. Since November, 2015, six (6) valves have been replaced with brass valves, tees and 90's, the tank was cleaned. Director Peterson has made up direction sheets showing each action that should be taken so when the crew does go to do their regular duties they can see what actions need to be done so accidents don't happen.

a. Financials:

FO Feagins reviewed the Revenues and Expenses for November and December and indicated that year end has not been completed. Member Walea would like to see the final water report FBY 2014-15. Water revenues and expenses for December have been right on target compared to last year.


6. REGULAR BUSINESS

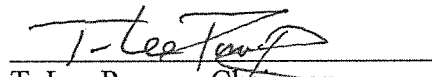
a. Discussion/action – amending the Water Budget 2015-16 to reflect the contract/engineering cost to refurbish the elevated storage tank (water tower) – City Manager

- e. Presentation – Groundwater Rights Pooling program for Aquifer Storage and Recovery – City Manager

CM Hill explained the EAA Pooling Program as another possible alternative. The program would basically take xx number of acre feet that were available we aren't using and pay the City \$ 50/acre foot. However, if they don't need all of what they take, the responsibility is on them.

- 7. ADJOURNMENT: Member Kautz motioned to adjourn, Member Trippy seconded. Meeting adjourned 8:19 p.m.


Peggy Stone
PW/Water Utility Office Manager


T. Lee Powers, Chairman
Date: 3/17/16