

Bitter Creek Water Supply Corporation
Sweetwater, Texas
Regular Meeting
Minutes
August 26, 2019

The regular Meeting of Bitter Creek Water Supply Corporation was convened at 6:00 P.M., Monday, August 26, 2019. Proper notification was delivered to each director, and proper public notice had been posted. Secretary/Treasurer Shelly Scherwitz declared the Meeting properly announced under the Open Meeting Act and a quorum present with five directors attending who were: Tommy Bibb, Joel Culwell, Jimmy Hendrix, Pat Sadler and Shelly Scherwitz. Scott Lambert, Kim Nelson, Jeff Posey and Jamie Witt were absent. Also present was Shelly Ragland.

Secretary Shelly Scherwitz offered the floor for public input. There was none at that time.

Special guest, Chris Martin, had to reschedule to discuss the Nunn West Tank Rehab.

Shelly Scherwitz gave the financial report.

The Memberships, Transfers, Adjustments and the Financial Reports were approved by consent agenda. Joel Culwell made a motion to approve, which was seconded by Tommy Bibb. The motion passed 5 for and 0 against.

TCEQ, TWDB or TRWA Business:

1. TCEQ, Drinking Water Conference – Ms. Ragland was not able to attend, due to no opening in classes.
2. TCEQ, Violations – TCEQ sent a letter the Friday before the meeting, stating that they were going to leave open, the end of line flushing violation, until lines had been repaired and could be properly flushed. Pat Sadler made a motion to contact Landeros to install flushes, so that BCWSC would be able to clear the violation. Joel Culwell seconded, the motion passed 5 for and 0 against.
3. TCEQ, Water License Requirements – A copy of the new water license requirements has been attached and therefore has become a permanent part of these minutes.

The board entered Executive Session under the Texas Government code 551.074 at 6:25 P.M. and exited at 6:32 P.M. No action was taken.

Tank repairs were tabled until the next meeting.

The monthly budget was discussed.

Ms. Ragland informed the board that the leases had been researched. There were two properties that needed to be cleared and the payments discontinued.

Shelly Ragland stated that the wife of a previous board member had passed away. Tommy Bibb made a motion that in lieu of flowers, a donation of \$50.00 be made to the Carola Martin Scholarship, seconded by Shelly Scherwitz. The motion passed 5 for and 0 against.

Employee job descriptions were discussed.

The Manager's Report was given by Manager Shelly Ragland:

1. Water loss /System Loss – There had been several large water leaks, one leak was 340-thousand-gallons, a 5.7-million-gallon leak in Longworth and another 212-thousand-gallon leak.
2. Althof Wells/System Update – The chlorine regulator had gone out and had to be flushed for a large length time to get good chlorine residual. The crew was still working to find and encase lines under roads.

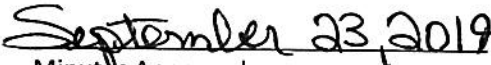
Pat Sadler made a motion to adjourn, seconded by Tommy Bibb. The motion passed 5 for and 0 against. The meeting adjourned at 7:30 P.M.



President, Board of Directors



Secretary, Board of Directors



Minutes Approved



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

(https://www.tceq.texas.gov)

Occupational Licensing Home
(https://www.tceq.texas.gov/licensing/licensing)

New Licenses and Registrations
(https://www.tceq.texas.gov/licensing/NewLicReg)

Training Courses
(https://www.tceq.texas.gov/licensing/training)

Exams
(https://www.tceq.texas.gov/licensing/exams)

Requirements for Licensing or Renewals
(https://www.tceq.texas.gov/licensing/licenses)

Renewing a License
(https://www.tceq.texas.gov/licensing/renewal-online-folder)

Guidance for Training Providers
(https://www.tceq.texas.gov/licensing/Providers)

Home

(https://www.tceq.texas.gov/licenses@tceq.texas.gov (mailto:licenses@tceq.texas.gov) / Licensing

(https://www.tceq.texas.gov/licensing) / Renewing a License

(https://www.tceq.texas.gov/licensing/renewal-online-folder) / Renewal

Requirements for Each License Type

>> Questions or Comments:

licenses@tceq.texas.gov (mailto:licenses@tceq.texas.gov)

Renewal Requirements for Each License Type

Requirements for renewing an Occupational License.

Occupational Licensing Renewal Information and Requirements

On this page:

- Licensing Renewal Overview
- Renewing a License
- Continuing Education Requirements
- Military Service Members
- Expired Licenses
- Specific Renewal Requirements

Helpful Links

NEW Licensing Exam Registration (LEXR)
(https://www.tceq.texas.gov/licensing/exams/registration/)
Register to take an occupational licensing exam using our new software.



Search

- Main Search page
(https://www2.tceq.texas.gov/lic_dpa/index.cfm)
 - Individual Search
(https://www2.tceq.texas.gov/lic_dpa/index.cfm?fuseaction=licall.searchindex)
 - Group Search
(https://www2.tceq.texas.gov/lic_dpa/index.cfm?f



How are we

doing? Take our customer satisfaction survey (/goto /customersurvey)

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30 Texas Administrative Code, Chapter 30, Subchapter A (https://texreg.sos.state.tx.us/public/readtac%24ext.ViewTAC?tac_view=5&ti=30&pt=1&ch=30&sch=A&rl=Y)

▶ ***Continuing Education (CE) must be completed prior to the expiration date of the license.***

▶ ***It's the applicant's responsibility to timely submit a renewal application.***

Occupational licenses are valid for three years and must be renewed with the TCEQ. Renewal applicants must have completed the required CE requirements, submit a renewal application and a criminal history attestation, and pay the renewal fee.

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Renewing a License

The fee to renew each license is \$111. Licenses are valid for three years. As a courtesy, licensees will be mailed a renewal notification to the last known address on file at least 60 days before the license expires. The TCEQ is not responsible for undelivered mail. Licensees are responsible for renewing their licenses timely. In addition, provided the TCEQ has a valid e-mail address on file, an e-mail notification will be sent 90 days before the license expires. Whenever your contact information changes, use our online **contact information form**

(<http://www.tceq.texas.gov/licensing/forms/contactupdate>) to ensure we have the most up-to-date contact information for you.

Licenses are not eligible for renewal if:

- the license has been expired over 30 days, or
- the license does not expire for 90 days or more.

Online Renewal: visit the **TCEQ Online Renewal (/licensing/renewal-online-folder/Renewal)** webpage for more information and to renew online.

Paper Renewal: if unable to renew on-line, please

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- **Company Registrations (https://www.w2.tceq.texas.gov/lic_dpa/index.cfm?fuseaction=licall.searchco)**
- **License Exam Results (https://www.w2.tceq.texas.gov/lic_dpa/index.cfm?fuseaction=ol er.searchexam)**

Get Involved

- **Stakeholder and advisory committees (<https://www.tceq.texas.gov/licensing/groups/advgrp>)**

Related

- **Criminal History Information (<https://www.tceq.texas.gov/licensing/criminal-conviction-notification/index>)**
- **Military, Veterans and Spouses (<https://www.tceq.texas.gov/licensing/information-for-military-service-members-veterans-and-spouses>)**
- **You Must be in Compliance with Child Support and TCEQ Fees to Receive a License (<https://www.tceq.texas.gov/licensing>)**


download and print a **Paper Renewal Form** (/assets/public/licensing/Occupational%20Licensing%20Renewal%20Application_4.pdf)  and follow the instructions on the form.

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Continuing Education Requirements

Continuing education must be completed prior to the expiration date of the license.

View an overview of all licensing **continuing education requirements**

(http://www.tceq.texas.gov/assets/public/licensing/Renewal_CE_chart.pdf) 

Search the **License Information webpage**

(https://www2.tceq.texas.gov/lic_dpa/index.cfm) to view current CE hours earned.

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Military Service Members

Persons failing to renew their license or registration in a timely manner due to serving as a United States military service member on active duty outside of Texas, may renew their license within two years [730 days] of returning from active duty (this does not apply to military contractors).

Submit a completed renewal application, a copy of the military orders substantiating the military service during the time the license expired, and the applicable license renewal fee.

Completion of the required continuing education will be waived for the renewal cycle while the licensee was on active duty service.

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Expired Licenses

A license or registration may not be renewed if it has

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- **Replace a certificate/pocket card** (<https://www.tceq.texas.gov/assets/public/licensing/duplicatelicenc card.pdf>)
- **Update Your Licensee Contact Information** (<https://www.tceq.texas.gov/licensing/forms/contactupdate>)
- **List of OSSF Licensing Court Judgments** (https://www.tceq.texas.gov/assets/public/compliance/compliance_support/regulatory/ossf/ossf-pro-court-judgements.pdf)

Contact Us

- **Contact Occupational Licensing** (<https://www.tceq.texas.gov/licensing/ContactUs>)

been:

- expired for more than 30 days and an application has not been received by the executive director or postmarked within 30 days after the expiration date of the license or registration;
- revoked; or
- replaced by a higher class of license.

An individual whose license or registration renewal application is not received by the executive director or is not postmarked within 30 days after the license or registration expiration date, may not renew the license or registration. These individuals must submit a new application with associated fee, meet the current education, training and experience requirements and pass the applicable examination.


A person whose license or registration has expired shall not engage in activities that require a license or registration until the license or registration is renewed or a new license or registration has been obtained.

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Specific Renewal Requirements

Unless otherwise noted, the renewal processing fee for occupational licenses is \$111.

- **Backflow Prevention Assembly Tester (BPAT)**
 - Required CE hours: 24 hours, 8 of the total 24 hours must be practical skills (hands-on) training
 - License can be renewed **online (/licensing/renewal-online-folder/Renewal)**
- **Customer Service Inspector (CSI)**
 - Required CE hours: 16 hours
 - License can be renewed **online (/licensing/renewal-online-folder/Renewal)**
- **Landscape Irrigator and Inspector**
 - Required CE hours: 24 hours
 - License can be renewed **online (/licensing/renewal-online-folder/Renewal)**
- **Landscape Irrigation Technician**

- Required CE hours: 16 hours
 - License can be renewed **online (/licensing/renewal-online-folder/Renewal)**
- **Leaking Petroleum Storage Tank (LPST) Corrective Action Project Manager**
 - Required CE hours: 32 hours
 - License cannot be renewed online. An application will be mailed to the last known mailing address or the applicant can download and print **Paper Renewal Form (/assets/public/licensing/Occupational%20Licensing%20Renewal%20Application_4.pdf)**  and follow the instructions on the form to submit a renewal application.
 - Renewal Exception: LPST Correction Action Project Manager License holders do not need to renew their license if the license was obtained based on having a current professional engineer or professional geoscientist license. These TCEQ licenses remain valid as long as the engineer or geoscience license is valid.
 - Renewal fee: \$111
- **Leaking Petroleum Storage Tank (LPST) Corrective Action Specialist Registration**
 - Required CE hours: 0 hours
 - License can be renewed online.
 - Additional Requirements: provide proof of a comprehensive general liability insurance policy designating the commission as the certificate holder in an amount of not less than one million dollars (\$1,000,000) and a financial statement (balance sheet) documenting an applicant's current net worth of not less than \$25,000; or a letter from a certified public accountant who is not employed by the applicant or does not receive payment from the applicant on a regular basis verifying that the applicant's current net worth is not less than \$25,000
 - Renewal fee: \$232
- **Municipal Solid Waste (MSW) Operator**
 - Required CE hours: 16 hours

- License can be renewed **online (/licensing/renewal-online-folder/Renewal)**
- **On-Site Sewage Systems (OSSFs), Installer I, Installer II, Designated Representative, Maintenance Provider, and Site Evaluator**
 - Required CE hours: 24 hours
 - License can be renewed **online (/licensing/renewal-online-folder/Renewal)**
 - Additional Requirements: an individual renewing a license for site evaluator shall demonstrate possession of a current designated representative license, professional engineer license, professional sanitarian license, certified professional soil scientist, or professional geoscientist license in the soil science discipline except for individuals who were granted a site evaluator license on the basis of holding either an Installer II or designated representative license.
- **On-Site Sewage Systems (OSSFs), Apprentice and Maintenance Technicians**
 - Required CE hours: 0 hours
 - License can be renewed **online (/licensing/renewal-online-folder/Renewal)**
- **Underground Storage Tank Contractors and On-Site Supervisors**
 - Required CE hours: 8 hours
 - License can be renewed **online (/licensing/renewal-online-folder/Renewal)**
- **Underground Storage Tank Contractors Registration**
 - Required CE hours: 0 hours
 - License can be renewed **online (/licensing/renewal-online-folder/Renewal)**
 - Additional Requirements: certified that the UST contractor has commercial liability insurance designating the commission as the certificate holder in an amount of not less than one million dollars (\$1,000,000) and certified that the UST contractor has a net worth of not less than \$25,000.
 - Renewal fee: \$232
- **Wastewater Collection Operators**
 - Required CE hours: 30 hours

- License can be renewed **online (/licensing/renewal-online-folder/Renewal)**
- **Wastewater Operators**
 - Required CE hours: 30 hours
 - License can be renewed **online (/licensing/renewal-online-folder/Renewal)**
 - Renewal Restrictions:
 - Class A & B operators may not apply the "Basic Wastewater Operation" course, or any course that is equivalent to Basic Wastewater Operation, for renewal credit hours.
 - Class D operators are not renewable for operators at any activated sludge-type treatment facility of any size, any trickling filter or RBC facility with a permitted average daily flow of 100,000 gallons per day or greater, or wastewater facility that disposes of treated effluent through a subsurface area drip dispersal system.
- **Water Operators**
 - Required CE hours: 30 hours
 - License can be renewed **online (/licensing/renewal-online-folder/Renewal)**
 - Renewal Restrictions:
 - Class A and B operators may not apply the "Basic Water" course, or any course that is equivalent to Basic Water, for renewal credit hours.
 - Class D licenses are not renewable for licensed operators at groundwater treatment systems of 250 connections or more; at groundwater treatment systems serving a population of 750 or more; at surface water treatment systems; at groundwater systems under the influence of surface water; who are supervisors, crew chiefs, or foremen of distribution systems that have over 250 connections; or who operate multiple groundwater systems and the cumulative number of connections exceeds 250 or the total population served is 750 or more.
- **Water Treatment Specialist (WTS)**

- Required CE hours: 12 hours
- License can be renewed **online** (**/licensing/renewal-online-folder/Renewal**)

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