

Minutes of the Regular Meeting of the
BASTROP COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT #2

A regular meeting of the Board of Directors of Bastrop County Water Control and Improvement District #2 was held on Thursday, July 18, 2019, beginning at 6:30 p.m. at the Bastrop Convention Center, 1408 Chestnut Street, Bastrop, TX. 78602.

Present BCWCID #2 Board Members:

Mary Beth O'Hanlon, President
Butch Carmack, Vice President
Scott Ferguson, Secretary
Karen Pinard, Director

BCWCID #2 Staff/Other Professionals:

Tony Corbett, Attorney
Paul Hightower, General Manager
Tyler Walsh, Operations Manager
Alma Rodriguez, District Administrator

Absent:

Sam Kier, Treasurer

- 1.) Call to Order and Establish a Quorum
President O'Hanlon called the meeting to order at 6:31 p.m. A quorum of Board members was present.
- 2.) Pledge of Allegiance
President O'Hanlon led the Pledge of Allegiance.
- 3.) Texas State Flag
President O'Hanlon led the Pledge of Allegiance to the Texas Flag.
- 4.) Public Comments/Announcements (The Board respectfully requests that persons limit comments to three (3) minutes. Under the Open Meeting Act, the Board may not deliberate or take action in response to any matter raised during public comment that is not a separate agenda item.)
Jo Egitto resides on Mamalu Drive just wanted to caution the Board about giving "OUR" land away and proceed cautiously. Find out what the residents want to do with this land. There is no rush.
- 5.) Employee Recognition for Erik Anderson on 5 years of service
Tyler Walsh and Adam Brown presented Erik Anderson a star for his 5 years of service.
- 6.) Discussion and possible action regarding scheduling of future meeting dates:
 - a. Regular Board of Director's Meeting scheduled for Thursday, August 15, 2019 at 6:30 p.m.

President O'Hanlon announced the meeting date for August.

- 7.) CONSENT AGENDA: (*Consent Agenda items are generally routine. Unless removed by a member of the Board or General Manager, items listed on the consent agenda may be acted on together and without prior discussion.*)
- a. Approval of minutes from the June 20, 2019 Regular Meeting of the Board of Directors;
 - b. Approval of monthly financial report for June 2019; and
 - c. Approval of Release of Liens held by District on Real Property.

Alma Rodriguez stated there was a correction on the minutes on Page 8 under Item # 15, change the word from “on” to “off”.

Motion: Butch Carmack moved to approve the Consent Agenda Items with the amended minutes. Seconded: Scott Ferguson. Vote: Three (3) in favor, motion carries.

- 8.) Discussion and possible action regarding items on the General Managers report

Paul Hightower reported on the following items:

8a. Installation of radio read water meters

As of today, all radio read meters have been installed. This project is complete.

8b. Status of TTHM compliance:

We have met with 2 different companies this past month looking at some other options. Any way we try and look at this, it is an extremely difficult situation. We are trying to decrease the demand as a pretreatment but we must be able to maintain a chlorine residual. There are a few ways to try this, but one or the other always seems to cancel something out. Bromoform is our enemy here.

The first meeting was to do a jar test using free chlorine, chloramines, chlorine dioxide followed by chlorine dioxide w/ chloramines treatment. These have been sent out for testing and we hope to have the results by next meeting from these.

We know, by itself that chloramines cannot kill or decrease the bromoform, which is our primary problem for the THMs. The chlorine dioxide can help to do this but doesn't do anything for the chlorine residual. Using ammonia as part of the chloramines treatment, we can maintain a residual in the system a lot longer.

Update: We have heard back from the 72-hour hold results and they are already telling us something. The chlorine jar has no residual left over. This is most likely due to the organic demand; it's being completely consumed. All the other jars are holding residual, meaning that they are not reacting with the organics. Hopefully the THM results will show this.

What this means, using chlorine only, it's being used up by the organics. Using an ammonia blend, it's not reacting with the natural organics, which leaves us a residual. The true results with chloramines and chlorine dioxide will give us some answers. The end result is, going to mean less chlorine usage/dosage, less maintenance, less energy and less water waste.

The second meeting was with a company regarding a gas transfer membrane system, more commonly called a gas or mechanical stripper. They can do an on-site pilot study at the cost of \$8,000. This is not an ordinary or easy system to set up and use. It is a decent sized unit but does a very good job. I think it would be worthwhile to at least look at this. If this can do a better job of exhausting the issue without adding chemicals to the water, I believe we are on the plus side of things.

We also had another meeting with Charles after the last round of pilot tests. He wanted to run yet another round of tests and we explained that we can't keep running tests at this cost and not getting any results. He has ran the tests and methods, as many ways as he can and not gotten a single matched result. We have tried cooled, non-cooled, pretreated on 2nd pass with chlorine and aerated with chlorine and cooled vs non-cooled, nothing has ever matched or given us a solid 2nd result. I asked him to hold off until we could reach a possible conclusion with one of the other elements.

8c. Update on district water plants and lift stations:

No updates at this time.

8d. Water/Wastewater maintenance & improvement projects update:

We are currently working on a plan and timeline to get all of the District's storage & pressure tanks into a rehab program. Getting the tanks cleaned, painted and/or coated will make them last a lot longer as well as be more pleasing to look at. We have a few minor spots on tanks now that have been addressed. These are a requirement to have coated and/or painted by TCEQ on a 5-10 year basis.

8e. Roads maintenance & improvement projects update:

As of print time, County has gotten 4 roads completed, being Konahuanui, Papawai Dr, Koae Court & Huelo Court. This was the 1st set as scheduled. They have moved to the 2nd set and are ahead of schedule as of print time. Steady progress is being made.

8f. Employee update:

We reported last month that an employee was on medical leave. He has since returned with a full release from his Doctor.

On July 5th, we had to let an employee go. We have conducted a couple interviews for replacements and will be making a decision soon to get us back to full staff.

8g. Report on website stats and updates on new website - Binner

Mallorie has been pushing forward with getting the stats updated as well as updating the new website interface. She was able to get our company information linked to the correct address and website also. These used to be linking people to the City of Bastrop. She is actively working on some site upgrades and has a report for us here.

9.) Discussion and possible action regarding Construction of New Office Building

Paul Hightower reported the following update:

New Facility Progress Update

Cutright & Allen, Inc., (C&A), is approximately 50% complete the Construction Document Phase for the new facility. Structural, mechanical and electrical engineers have been engaged for their disciplines and are 25% complete. A landscape architect has been hired, but is on-hold pending the site development meeting with the City of Bastrop.

The geotechnical boring and report have not been scheduled, but the proposal has been sent to the soils engineers.

BEFCO civil engineering will be at the Industry/Park site the week of July 15th to obtain topographical information on the newly acquired lots and to update the tree survey. Once this is complete, a preliminary drainage and detention pond design will be prepared. A pre-development site meeting with the City of Bastrop will be set near the end of August to review all elements pertaining to the site.

Base Bid and Add Alternates

C&A along with BCWCID input, has identified the following design and material elements as Add Alternates prices to the project. In each case, the Alternate Bid will be an initial increase in the project cost, but a long-term value for the building.

Base Bid: Asphalt composition roof

Alternate Bid: Standing seam galvalume metal roof

Base Bid: Fiber batt insulation in walls and roof

Alternate Bid: Closed cell foam spray insulation

Base Bid: No covered parking

Alternate Bid: Covered parking for approximately 7 vehicles

Base Bid: Exterior materials, stone veneer wainscot to a certain height and then transition to cement siding

Alternate Bid: Exterior materials all stone veneer and omit all cement siding

Project Schedule

C&A will be complete the building design and engineering by mid-August. Civil engineering will be complete by the end of September and subject to additional reviews and comments by the City. Bid Phase is proposed for October with bids received prior to the Thanksgiving Holiday.

President O'Hanlon stated one of the cost drivers was the location of the building and building requirements from the City of Bastrop so we were going to look at an alternative property, what was the result from looking at the other location.

Paul Hightower stated we did look at the other location but we have to maintain a certain radius around the well which is 150 foot with the way the wells sit we do not have enough room because we would have to install a septic tank at that location since there is no wastewater. The savings would be about \$50 to \$75k.

- 10.) Discussion and possible action Potential Sale/Offers for the old District building and Land on which the building is located
 - a. Adopt Order Declaring Property to be Surplus and authorizing sale thereof.

Paul Hightower stated after last month's meeting our attorney informed the Board the property had to be put in the newspaper as a Public Notice so it was run in the Bastrop Advertiser and we received no additional offers for the building. The only offer is from Mr. White and his client. The offer was for \$334,750. The District will have a lease back option for 18 months.

Motion: Karen Pinard moved to adopt the Order Declaring Property to be Surplus and Authorizing the Sale of the Building and Land. Seconded: Scott Ferguson. Vote: Three (3) in favor, motion carries.

- 11.) Discussion and possible action regarding Order Declaring Property within former Administrative Office Building to be Surplus and Authorizing Disposition Thereof
Alma Rodriguez stated we have various office supplies, furniture and kitchen supplies that we need to advertise and sale.

Tony Corbett stated there is a government surplus site that you can use to post these items for sale.

Paul Hightower stated in the past we have used Gov Deals for the trucks and received a really good response.

A resident asked if it could be opened up for residents to purchase the property.

Tony Corbett stated it has to be posted and made public for everyone.

Paul Hightower clarified that we can post on Gov Deals and send out notifications to everyone as to when it will be posted.

Motion: Scott Ferguson moved to adopt the Order Declaring Property within former Administrative Office Building to be Surplus and Authorizing Disposition Thereof. Seconded: Karen Pinard. Vote: Three (3) in favor, motion carries.

- 12.) Discussion and possible action regarding Request by Bastrop County Regarding Transfer of Ownership for Tahitian Village Lots R40317, 20.058 acres, known as Copperas Creek Reserve and Tahitian Village R40315, 2.779 acres, known as a Park on Copperas Creek
President O'Hanlon stated this is the initial offer. This is the first time we are hearing about this despite what was in the newspaper.

President O'Hanlon asked Commissioner Hamner and Carolyn Dill to address to the Board as to what the County has in mind.

Commissioner Hamner has been working the public parks organizations and they have pointed out that Bastrop County is lacking in public recreations areas. He has spoken to several residents along the Copperas Creek Reserve area which is around Manawianui Drive and Alele Drive and they are interested in seeing that 2.779 acres opened up as a park and we are also interested in the reserve off Riverside and I am told that your Charter will not allow you to invest into a park. We are also interest in trading some land for the ingress/egress road in that area. The County is in negotiations with that property owner.

Question: The County wants our land for free to give to another property owner and this property is in the 100 year flood plain.

Commissioner Hamner responded there is no other real use for that land in the flood plain.

President O'Hanlon wanted to clarify she understood he was interested in the Copperas Creek Reserve but he mentioned another property.

Commissioner Hamner stated today's request is for the Copperas Creek Reserve.

John Creamer reminded the Board that TVPOA has the first right of refusal on all property.

President O'Hanlon commented that from her understanding the County does not have a plan on the development on how a park would be developed, how it would be maintained how it would be redeveloped every time it floods there is considerable discussion that is required before any decision can be made.

Question: How would the residents get to the park? And would the County be maintaining those roads?

Director Pinard requested that Commissioner Hamner bring a plan to the Board. Her concern is the maintenance of the park.

Commissioner Hamner stated the General Services department will maintain the park.

President O'Hanlon expressed her thoughts saying that for at least the last 6 months this has been an on the agenda under future agenda items regarding establishment of Advisory Committee with representatives of the Property Owners Association and the District relating to future uses of reserve properties so for months we have been promising our citizens that we would create an advisory committee and a public process for deciding what is appropriate and what we want to do with our reserves. From her prospective we need to honor that commitment before we take any action on this item. We need to have a committee and get public involvement, answer all the questions.

Commissioner Hamner stated he has always been willing to work together.

Motion: Butch Carmack moved to Table Item # 12 until after a discussion in Executive Session. Seconded: Karen Pinard. Vote: Three (3) in favor, motion carries.

- 13.) Discussion and possible action regarding establishment of Advisory Committee to be comprised of representatives of the Property Owners Association and the District relating to future uses or disposition of reserve properties

Motion: Scott Ferguson moved to establishment of Advisory Committee to be comprised of representatives of the Property Owners Association and the District relating to future uses or disposition of reserve properties. Seconded: Karen Pinard.

Karen Pinard and Butch Carmack will serve on the committee.

Scott Ferguson Amended his motion to include 2 residents to the committee.

Vote: Three (3) in favor, motion carries.

- 14.) Discussion and possible Adoption of Amended Resolution Establishing the Road Committee and Setting forth the Rules and Duties Thereof
President O'Hanlon stated at the last meeting we stated we wanted to make some changes to the Road Committee Resolution partly because we have been out of compliance. The original Resolution requires two (2) members of the Board to serve on the committee. We have made some revisions so Mr. Hightower will go over those revisions.

Mr. Hightower stated the primary revisions are the membership. Members of the Board will no longer serve as a member of the road committee. The committee will be responsible for conducting their own meetings. Staff may attend the meetings with 7 days prior notice.

Motion: Butch Carmack moved to approve the Adoption of Amended Resolution Establishing the Road Committee and Setting forth the Rules and Duties Thereof. Seconded: Scott Ferguson. Vote: Three (3) in favor, motion carries.

15.) Discussion and possible action regarding the following matters related to the Road Committee --

- a) Monthly meeting update,
- b) Road Committee Membership,
- c) Operations, Role and Functions of Road Committee, and

Director Ferguson stated the committee had a meeting on July 9th, there were several residents that had concerns about road construction. Tyler Walsh discussed organizing the work orders and members discussed on how to get road work orders added to the spreadsheet.

16.) Executive Session-

President O'Hanlon announced at 7:46 p.m. that the Board will meet in Executive Session regarding the following items.

- a. Pursuant to Section 551.071 of the Texas Open Meetings Act, the Board will consult with its attorney in Executive Session to seek legal opinion and advice regarding Agenda Item Nos. 11, 12 and 13 and;
- b. The Board may also discuss in Executive Session any other item referenced on this Agenda when authorized pursuant to the applicable section of Subchapter D, Chapter 551, Texas Government Code, of the Texas Open Meetings Act.

The Board Adjourned Executive Session at 8:19 p.m.

17.) Discussion and possible action regarding matters discussed in Executive Session

No Action to be taken on matters in Executive Session.

18.) Board suggestions on future agenda items

No items were added to future agenda items.

19.) Adjourn

Motion: Butch Carmack moved to adjourn the meeting. Seconded: Scott Ferguson. Vote: Three (3) in favor, motion carries.

MEETING ADJOURNED AT 8:20 P.M.

Mary Bide O'Hendon
Board Director

August 20, 2019
Date