

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, February 20, 2020, beginning at 6:30 p.m. at the Bastrop Convention Center, 1408 Chestnut Street, Bastrop, TX. 78602.

Present BCWCID #2 Board Members:

Butch Carmack, Vice President
Scott Ferguson, Secretary
Sam Kier, Treasurer
Karen Pinard, Director

BCWCID #2 Staff/Other Professionals:

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

- 1.) Call to Order and Establish a Quorum
President O'Hanlon called the meeting to order at 6:30 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 suggested the monthly updates for the Road Committee be moved with the General Manager's report.
- 5.) Discussion and possible action regarding scheduling of future meeting dates:
 - a. Regular Board of Director's Meeting scheduled for Thursday, March 19, 2020 at 6:30 p.m.
 - b. Annual Public Road Meeting is scheduled for Saturday, March 28, 2020 at 9:00 a.m.

President O'Hanlon announced the upcoming meetings dates.

Paul Hightower stated there will a Road Committee meeting on Tuesday, March 10th to finalize the presentation for the annual meeting.

- 6.) **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 January 16, 2020 Regular Meeting of the Board of Directors;
- b. Approval of monthly financial report for January 2020; and
- c. Approval of Release of Liens held by District on Real Property.

President O'Hanlon asked if everyone had a chance to review the Consent Agenda items and if there were any questions.

Motion: Butch Carmack moved to approve the Consent Agenda items. Seconded: Sam Kier. Vote: Four (4) in favor, motion carries.

- 7.) Discussion and possible action regarding request to have 2018 Road Fees, late payment, and lien fees waived for Unit 02 Block 17, Lots 1750, 1752, 1753, 1771 – 1775

President O'Hanlon stated this item was on the agenda last month, but the property owner couldn't attend so he requested to be placed back on the agenda.

Michael Gudell stated he has been a property owner for 17 years, he stated in December 2017 he sent his payment to the tax assessor in error. The tax assessor was late in getting the check to you. I paid my fees and was told by the previous general manager that the late fees and lien fees would be waived but they never were. The property value on my lots is only \$3,750. My annual road fees are a third of the cost of the taxes which is \$1,632.

President O'Hanlon asked what amount is being asked to be waived?

Mike Gudell stated he is asking for \$480 to be waived which is the \$15 late fee and the \$45 lien fee for all 8 lots.

Director Pinard welcomed Mr. Gudell and stated it is a very hard decision for the Board and if we waive the fees for you, we must think about everyone else in the subdivision.

Motion: Karen Pinard moved to deny the request for waiver of late payment and lien fees for late payment of road fees for Unit 02 Block 17, Lots 1750, 1752, 1753, 1771 – 1775. Seconded: Butch Carmack. Vote: Three (3) in favor, (1) Opposition, motion carries.

- 8.) Discussion and possible action regarding request for waiver of penalties for late payment of road fees for Unit 4 Block 13, Lot 0833

Mrs. Francis stated out of the blue they received a statement from the District, we were a young military family that purchased this property. The taxes were paid about 3 years. We have no knowledge of these fees. We are asking for all penalties to be waived.

After discussion Director Pinard stated the Board cannot waive the fees due to the legality reasons.

Motion: Karen Pinard moved to deny the request for waiver of late payment and lien fees for late payment of road fees for Unit 4 Block 13, Lot 0833. Seconded: Sam Kier. Vote: Four (4) in favor, motion carries.

- 9.) Discussion and possible action regarding request for waiver of late payment and lien fees for late payment of road fees for Unit 01 Block 14A, Lots 1503, 1504, 1505 (1/2)

Motion: Karen Pinard moved to deny the request for waiver of late payment and lien fees for late payment of road fees for Unit 01 Block 14A, Lots 1503, 1504, 1505 (1/2). Seconded: Sam Kier. Vote: Four (4) in favor, motion carries.

- 10.) Discussion and possible action regarding an offer from Alessandra DiLorenzo to purchase 3 lots identified as Unit 4 Block 11, Lots 0599, 0600 and 0601
Paul Hightower presented the offer from Alessandra to purchase 3 lots and stated that these 3 lots are in a drainage area and recommends not to sale these lots.

Motion: Sam Kier made a motion to go with staff's recommendations and not to sale the lots the identified as Unit 4 Block 11, Lots 0599, 0600 and 0601. Seconded: Karen Pinard. Vote: Four (4) in favor, motion carries.

- 11.) Discussion and possible action regarding the following items to be presented in the General Managers report:

Paul Hightower reported on the following items:

a. Status of TTHM compliance:

The only updates for right now is that we are exploring 2 well sites that the County drilled back after the complex fire for flushing and filling purposes. These are on 71 at Harmon Road, where the new egress road will be located. It would be about 1-mile to pump the water in and could be done down the right of way if we weren't able to get easement.

One has an 8" casing and the other shows a 20" casing but hasn't been confirmed yet. The 8" casing has a pump in it, and we are supposed to test it this or next week, once we find a panel to run it. At present time, it only has 110 gpm capability and is a shallow well but after speaking with the GW district, we could drill through the layer of shale and get into the artesian aquifer. With using a jetted pump, we could easily get 400-500+ gpm. This would be great water to have along with the capability of more water to fit our future needs as we grow.

Same goes for the larger casing, we could put a larger pump in here and get a good amount of gallons pumped but it currently doesn't have a pump in it. We are going to perform a test pump on what we can and send samples to the lab for testing. That is our priority right now.

Out of the other 2 pieces of property mentioned last month that I was looking at, 1 has backed down. The other is still useable but would be a longer pumping footage. More next month after testing is completed.

b. Update on district water plants and lift stations:

No major updates at this time. We are waiting for the tank painting and construction to start at Station 1.

c. Water/Wastewater maintenance & improvement projects update:

No updates at this time.

d. Roads maintenance & improvement projects update:

We conducted a pre-construction meeting on 1/24 with all the contractors involved, engineers, County and WCID employees. We went over every page of the plans answering questions and checking detail sheets. They are waiting on culverts but plan to start this or next week.

Employees also conducted an on-site meeting with homeowners for the 1st batch of roads on February 6th for the Unit 5 area.

d. Employee update:

We have successfully hired 2 personnel to fill the utility positions. We had gone through the full process for hiring an individual for the vacant road position, he was a no-show and won't return messages or phone calls. We are going to advertise for that slot again.

Alma and I conducted 9 interviews for the open office position. We have chosen 2 candidates and they are currently going through the hiring process.

e. Election update

As of 5 pm on Friday, February 14, 2020, we ended with Ron Whipple and Karen Pinard for Place 4 and Scott Ferguson for Place 5.

- 12.) Discussion and possible action regarding the Sale of the old District administrative building and Land on which the building is located at 106 Conference Drive, Bastrop, Texas

Paul Hightower stated the building sold on January 17 and the funds will be transferred to a TexPool account.

Alma Rodriguez stated the account with TexPool was opened and she received the information on the account from Taylor and First National Bank was in the process of getting the funds transferred. This account with TexPool is marked Building Proceeds.

Mr. Hightower stated that Director Kier suggested adding an additional \$300k to the Building fund.

Motion: Sam Kier move to approve adding an additional \$300,000 to the TexPool account for building funds. Seconded: Karen Pinard. Vote: Four (4) in favor, motion carries.

- 13.) Discussion and possible action regarding Construction of New Office Building
Paul Hightower stated there hasn't been anything done with the construction of the new building because he has been trying to wait to hear if they are going to sell the Keller Williams building. The building would be great if we could purchase it and with a few minor renovations it will be perfect.

Mr. Hightower stated he doesn't want to spend a lot of money on drainage plans on the new building if we can get the other building and asked the Board for a time frame of when we should get started with the drainage plans on the new building.

After Board discussion, it was decided that they would start in early summer.

- 14.) Discussion on possible future Interlocal Agreement between District, Bluebonnet Electric Cooperative, and Bastrop County for mulching services
Paul Hightower stated County Commissioner Mel Hamner approached about cleaning up the Reserve off Lamaloa and Nuuanu by mulch the underbrush and trees and give it back to the residents.

Commissioner Hamner stated it was brought to him by Bluebonnet Electric since they are doing the tree trimming and suggested the target date be somewhere in July due to the toad habitat.

Director Pinard stated she is concerned about how long the mulch will be stock piled before distributing it out.

This item will be on the agenda for the March meeting.

- 15.) Discussion and possible action regarding renewal of bookkeeping contract from Municipal Accounts & Consulting, L.P.
Paul Hightower asked to Table this item until we can have a meeting with Municipal Accounts & Consulting, L. P. A meeting was scheduled but it was cancelled due to Autumn's father passing away suddenly. We have another meeting scheduled for February 25th.

- 16.) Discussion and possible action regarding Order Declaring the 2007 Chevrolet 3500 as Surplus Property and Authorizing Disposition Thereof
Paul Hightower recommends the Board to approve the Order Declaring the 2007 Chevrolet 3500 as Surplus Property and then it will be it posted for sale.

Motion: Karen Pinard moved to approve the Order Declaring the 2007 Chevrolet 3500 as Surplus Property and Authorizing Disposition Thereof. Seconded: Scott Ferguson. Vote: Four (4) in favor, motion carries.

- 17.) Discussion and possible action regarding Road Committee vacancies
Paul Hightower stated Michele Plummer Representative for Unit 3 has resigned and the Unit 1 and Unit 2 has expiring terms. An email blast will be sent out. This will be posted.

- 18.) Discussion and possible action regarding the Road Committee

- a) Receive Monthly Committee update,

Paul Hightower stated we had a good productive meeting trying to prepare for the annual meeting. We are waiting on some density numbers from Kathleen. The committee will be meeting again in March to finalize the presentation.

Jo Egitto added we had a lively discussion about the street names matching up with the Google names and making sure they are being spelled correctly and not being duplicated, we have tweaked and double tweaked the presentation. We are starting to quantify roads that have tremendous drop offs so if the Board in the future is thinking of bridges instead of abandonment, we will know linear feet.

Paul Hightower stated he has also been talking to Trey Job about the roads we have left in the City.

Director Kier asked about the plan for Ulupau Circle.

Commissioner Hamner stated he has a contractor to replace the pipes in the 2 dips, we are working off the previous ILA and have every intention of getting that road completed, it will probably be about the September time frame.

Paul Hightower stated we received \$97k for the Koolua FEMA Project.

- 19.) Discussion and possible action regarding the Reserve Committee

- a) Receive Monthly Committee update,

Paul Hightower stated they had their first meeting and had 5 members show up, we discussed what the point of the committee was and what it meant to the District. They were plenty ideas about parks, hike and bike trails but in the end, there was no decisions about the land, and it's uses and the committee's wish just to the land as it is. No appointment for a Chair or Vice Chair and that the committee will only meet on an as needed basis. As a reminder TVPOA has the first right of refusal.

Director Kier stated so the committee doesn't wish to create a park?

Paul Hightower stated there was discussion, but it was decided not to move forward.

- 20.) Board suggestions on future agenda items

Paul Hightower stated he would like to have something on the agenda about grant and funding for an elevated storage unit so we can start preparing.

Director Kier suggested we go over the Capital Plan every quarter.

Mr. Hightower also stated a Rate Order regarding the Complex Fire lots. We talked about it a few months back but there was never a rate order adopted regarding the taps.

21.) Adjourn

MEETING ADJOURNED AT 7:50 P.M.


Board Director


Date