

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, May 21, 2020, beginning at 6:30 p.m. The meeting was conducted by videoconference and telephone.

Present BCWCID #2 Board Members:

Mary Beth O'Hanlon, President
Scott Ferguson, Secretary
Sam Kier, Treasurer
Karen Pinard, Director

BCWCID #2 Staff/Other Professionals:

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

Absent:

Butch Carmack, Vice President

- 1.) Call to Order and Establish a Quorum
President O'Hanlon called the meeting to order at 6:32 p.m. and stated a quorum of Board members was present.
- 2.) Pledge of Allegiance
- 3.) Texas State 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.)

Alma Rodriguez and Paul Hightower stated they have not received any request for Public Comments.

- 5.) Discussion and possible action regarding scheduling of future meeting dates:
 - a. Regular Board of Director's Meeting scheduled for Thursday, June 18, 2020 at 6:30 p.m.
 - b. Rescheduling of the Annual Public Road Meeting

President O'Hanlon announced the upcoming meeting date for the June Board meeting and stated it would be held by videoconference.

President O'Hanlon asked the Board if they would like to have a discussion regarding the Annual Public Meeting.

Director Kier asked Tony Corbett if they had to have an annual meeting.

Mr. Corbett reviewed the statue and stated the Board is required to have a public hearing.

Motion: Sam Kier moved to have the Annual Meeting in September 2020. Seconded: Scott Ferguson. Vote: Three (3) in favor, motion carries.

Paul Hightower will be contacting the Bastrop Convention Center when they open to schedule the meeting on a Saturday in September.

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

Motion: Sam Kier moved to accept the Consent Agenda Items. Seconded: Scott Ferguson. Vote: Three (3) in favor, motion carries.

- 7.) 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:

Not a lot to report on this currently. We have gotten with BEFCO on a preliminary status to check on construction engineering and costs. I have also spoken with 1 contractor to give us a ballpark cost on a transmission line back to the station. I have also contacted the property owners to start talks about the wells and future testing of the larger unit.

b. Update on district water plants and lift stations:

The tank painting and construction project for Plant 1 is still on-track. Crews were pushed back about 3-4 weeks due to being quarantined at their last job site.

c. Water/Wastewater maintenance & improvement projects update:

No updates currently. We have chosen to halt all future Capital projects until we move past the Covid-19 issue, other than the current water tank project being tasked.

d. Roads maintenance & improvement projects update:

Road crew has been slowly moving forward. We were able to add a 2nd team member and they will be getting back on task.

New Road Construction: The first series of 3 roads (Mokulua, Kipapa and Waimalu) are complete and ready for county paving. There may be some touch-ups depending on the rain events. The 2nd batch along Keawakapu is in process currently.

e. Employee update:

We have hired the 2nd member of the road crew. He started with us on 5/11. He comes to us with several years of road maintenance & machine experience. He also is currently a Special Forces Reserve member for the National Guard and has 20 years with the Army and Marines. As well, this puts the road crew back at full time personnel and they will be getting back in gear for maintenance.

Second part of the employee update is regarding the COVID-19. We had 1 employee start feeling ill back in April, which resulted in basically half our staff going into self-quarantine/monitor waiting on results...that was a long 4-5 days! In the end, he did test negative. The employee had to remain off work for the mandatory 14 days. He had all the symptoms except fever, but we still had to follow protocol. Our crews have been working split schedules to allow for cleaning, disinfection, and separation through all this. We have done some extra deep cleaning and made sure everyone has stayed on top of cleanliness both with the vehicles and in the maintenance building and our office. Last week, our crews were back to full staff and full time while maintaining distance and disinfection. We also were graciously given a 55-gallon drum of sanitizer from Tito's distillery, which we split with the county crew, so everyone has been well covered and sanitized. We are planning to re-open the office to the public on June 1st. We will put a hand wash/sanitation station outside the front door and only allow 1 customer inside at any time simply because of the narrow walkway. We will follow this method until we feel it is safe enough OR the social distancing rule has passed or expired.

Jo Egitto asked if the District could post an update on the website regarding the Road Construction.

Paul Hightower stated there have been some updates sent out, but he will have more updates placed on the website.

- 8.) Discussion and possible action regarding Construction of New Office Building
Paul Hightower reviewed the information given to the Board regarding leasing office space and reviewed the plans for the new building provided by BEFCO Engineering. We will be setting up a meeting with the City to discuss the drainage issues, the detention pond requirements, and possible variances on the project.

Mr. Hightower stated he wants what is best for the community.

This item will be left on the agenda for future updates.

- 9.) Discussion on possible future Interlocal Agreement between District, Bluebonnet Electric Cooperative, and Bastrop County for mulching services
Paul Hightower stated there is nothing to report on this item. Commissioner Hamner contacted Bluebonnet Electric, but they want to put it on hold for now. The plan was to schedule this in conjunction with Clean Sweep on July 18. This item will be left on the agenda for next month.
- 10.) Quarterly Update on Capital Improvement Projects
Paul Hightower stated Capital Improvements Projects have been halted at this point. This week Consolidated Tanks started working on the tank project. We will be discussing upgrading the Badger water meters along with the software at a later meeting. We have been having an issue with trying to get the representative to respond to emails.
- Director Kier suggested contacting the President of the company.
- Director Kier asked about the capital improvement plan for the water line on Tahitian Drive.
- Paul Hightower stated so far it has been good so far and they have not had any leaks on that line lately.
- 11.) Discussion and possible action regarding vendors fronting Tahitian Drive
President O'Hanlon stated Director Carmack is very concerned about the vendors setting up in the front of the area. Director Carmack mention it is starting to look like a bazaar in the front by the water tanks.
- Paul Hightower stated TVPOA did vote at their meeting on Tuesday not to allow any vendors to set up in the front area. TVPOA is giving the current vendor until May 31st.
- 12.) Discussion and possible action regarding Road Committee vacancies
Paul Hightower stated he received a message from Gwen Winter stated she will not reapply for the open position. An email blast will be sent to residents and the information will be placed on the website regarding applying for the committee.
- 13.) Discussion and possible action regarding the Road Committee
- a) Receive Monthly Committee update,
- Paul Hightower stated there are no updates at this time since the committee has not met due to COVID-19.
- 14.) Board suggestions on future agenda items
President O'Hanlon asked if anyone had any agenda items suggestions.

15.) Adjourn

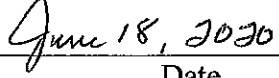
Motion: Sam Kier moved to adjourn the meeting. Seconded: Karen Pinard. Vote: Three (3) in favor, motion carries.

Tony Corbett wanted to remind everyone that Cyber Security training deadline is June 14th.

MEETING ADJOURNED AT 7:25 P.M.



Board Director



Date