

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, September 15, 2022, beginning at 6:30 p.m. The meeting was held at the District office, located at 112 Corporate Drive.

Present BCWCID #2 Board Members:

Mary Beth O'Hanlon, President
Scott Ferguson, Vice President
Butch Carmack, Director
Michele Plummer, Director

BCWCID #2 Staff/Other Professionals:

Paul Hightower, General Manager
Patricia Lujan, Office Supervisor
Tyler Walsh, District Superintendent

Absentees

Ron Whipple, Director

Remote Participation

Tony Corbett, Attorney

MEETING DISCUSSION TOPICS

1.) Call to Order and Establish a Quorum

President O'Hanlon called the meeting to Order at 6:30 p.m. and announced there was a quorum of the Board in person with Director Ron Whipple being absent. Tony Corbett is attending the meeting by tele-conference.

2.) Pledge of Allegiance

President O'Hanlon led the Pledge of Allegiance.

3.) Texas State Flag

President O'Hanlon led the Pledge to the 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.

Lorenzo McQueen commented regarding calling the office about the condition of Keawakapu and nothing getting done. He stated the road fees are being paid every month and he feels that services are not being rendered. The Board and GM explained to Mr. McQueen, that the District is doing the best we can, with the staff and equipment that we have. The Board also explained how & why we collect the road fees and how they are used to construct and maintain the roads within the District. No action necessary.

5.) Discussion and possible action regarding scheduling of future meeting dates:

- a. Special Budget Workshop for Wednesday October 5, 2022 at 4:00 PM.
- b. Regular Board of Director's Meeting scheduled for Thursday, October 20, 2022 at 6:30 p.m. at the District's Office.

Ms. O’Hanlon stated that the District has a Budget Workshop scheduled for Wednesday October 5th and next regular Board meeting is October 20. No further comments or suggestions.

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 August 18, 2022 Regular Meeting of the Board of Directors;
- b. Approval of monthly financial report for August 2022; and
- c. Approval of Release of Liens held by District on Real Property.

No comments regarding the August minutes.

Mr. Hightower stated that the financials were looking good for the month in all of the accounts. Mr. Hightower also noted that Michael Luft, the bookkeeper assigned to our account at Inframark, was resigning from the company and that our account was being reassigned to a new accountant, but it wasn’t known whom. Mr. Hightower explained that staff had met with employees at Inframark and were assured that the flow would maintain and that our account was safe with them.

Paul Hightower read the Release of Liens as noted in the report.

Motion: Butch Carmack moved to approve the Consent Agenda items.

Seconded: Scott Ferguson. Vote: Four (4) in favor, motion carries.

7.) Discussion regarding the following items to be presented in the General Manager's report:

Paul Hightower reported on the following:

- a. Status of TTHM compliance:

Mr Hightower stated that the test results were received last month and the results came out great. He stated that we have only received a few slimy water calls but otherwise, the GAC unit appears to have knocked out all of the THM precursors. Mr. Hightower also stated that our chlorine feed rates have been reduced due to the unit taking the THM issues out and it should help extend the media. Scott asked about replacing the media and Mr. Hightower stated that the head pressures were staying very low in regards to usage so we expect the replacement rate to be extended by several months. Tyler commented that the phosphates had been reduced a great deal as well.

- b. Update on district water plants and lift stations:

No major updates. Receive quotes on SCADA system replacement and will discuss it at the Budget workshop then seek a decision at the Board meeting.

c. W/WW maintenance & Capital Improvements update:

We met with contractors and are working on the next improvements to be scheduled. Staff has also met with Befco and will be making a presentation at the Budget workshop.

d. Roads maintenance & improvement projects update:

County has brought in equipment and will be starting paving next week. WCID crews are behind due to materials and leaks that have occurred but are getting caught by using some contractors to help get some construction done.

Nothing under 22/23 roads.

e. Employee update: **The District has hired 2 new employees for the Road and Water departments. We still have notices out for hiring and are taking applications.**

f. District Administrative Office Update: **No Updates.**

Mr. Hightower noted that the District had received a letter from TCEQ regarding our inspection in July 2022. He stated that the District had received no violations and that the only notation on the letter was related to the District being over the 85% rule and that we already aware of this and that have already been in the planning stages.

8.) Discussion regarding Unit 6 Voting Rights – O’Hanlon

**Mrs O’Hanlon stated that a member of the public had requested the Board review the voting right of the Unit 6 members. Mrs O’Hanlon stated that our attorney had been asked to research this and that we had received an AGs opinion in the past regarding this subject. Unit 6 members could petition to be annexed into the Districts voting area, but if they chose to annex in, they would be subject to all BCWCID2 items, including road fees and any other necessary fees related to the Water District.
No action necessary.**

9.) Discussion and possible action regarding adoption of a Resolution Approving the County Hazard Mitigation Plan – Hightower

Mr. Hightower stated that at the May 2021 Board Meeting, the Board voted to accept the resolution to participate in the Counties Hazard Mitigation plan. Mr. Hightower reviewed the plan in the packet, that applies to BCWCID2. Staff asked the Board to accept the resolution, that would be turned into H20 partners for processing and to acknowledge that we are participating in the Plan, once all County documents are received.

Motion: Butch Carmack moved to accept the Resolution.

Seconded: Michele Plummer.

Vote: Four (4) in favor, motion carries.

- 10.) Discussion and possible actions regarding adoption of a Resolution Amending the Authorized Signatories for all District Financial Transactions with Authorized Banks - Hightower

Mr. Hightower stated that with the recent employee changes, we needed the Board to adopt the Resolution making the necessary changes, as noted in the Board packet.

Motion: Butch Carmack moved to accept the Resolution.

Seconded: Michele Plummer.

Vote: Four (4) in favor, motion carries.

- 11.) Discussion and possible action regarding monthly meetings of the District's Board of Directors – O'Hanlon

Ms. O'Hanlon asked which Directors would be available for the October meetings. All Directors stated they would be available for the Board meeting. All Directors stated they would be available for the Budget Workshop meeting. No action necessary.

- 12.) Update on scheduling joint meetings with the Tahitian Village Property Owners Association and Tahitian Village Architectural Control Committee – Hightower

Mr. Hightower stated no updates on this item. No action necessary.

- 13.) Discussion regarding Annual Performance Review for General Manager – O'Hanlon

Ms. O'Hanlon stated they would convene to Executive Session to discuss the performance review of the General Manager.

- 14.) Executive Session-

- A. Pursuant to Section 551.074 of the Texas Open Meetings Act, the Board may convene in Executive Session to discuss personnel matters with respect to Item No. 12 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.

Results of Executive Session: Ms. O'Hanlon stated the General Manager would be retained and continue to serve the BCWCID2 community. No action necessary.

- 15.) Board suggestions on future agenda items **No action necessary.**

- 16.) Adjourn

Ms. O'Hanlon called the question for adjournment.

Motion: Butch Carmack moved to adjourn.

Seconded: Scott Ferguson.

Vote: Four (4) in favor, motion carries.