

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, January 19, 2023, 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  
Ron Whipple, Treasurer  
Michele Plummer, Director

**BCWCID #2 Staff:**

Paul Hightower, General Manager  
Patricia Lujan, Office Supervisor  
Tyler Walsh, Senior Operations

**Absentees**

Butch Carmack, Director

**Remote Participation**

Tony Corbett, Attorney

- 1.) Call to Order and Establish a Quorum – O'Hanlon
- 2.) Pledge of Allegiance – O'Hanlon
- 3.) Texas State Flag – O'Hanlon
- 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.)

**We had 3 members of the public speak to the Board. John Creamer wished to thank the road crew for their hard work on the roads in Tahitian Village. Alessandra DiLorenzo brought a petition forth to the Board requesting a revision to the BCWCID2 policy on installing sewer taps and tanks on new builds. This topic will be made into an agenda item for February. Lorenzo McQueen brought up an issue on Koele Court where a drop off rut has developed in front of his mail box approach and wanted to bring it to our attention. Mr. McQueen was asking to use some of our material on Airstrip, to fill in the drop off, so that it stops wearing off the edge of the road and eroding in front of his mailbox. We ended that Mr. Hightower was going to reach out to Mel and find out about the repair.**

**No other public comments.**

- 5.) Discussion and possible action regarding scheduling of future meeting dates:
- a. Regular Board of Director's Meeting scheduled for Thursday, February 16, 2023 at 6:30 p.m.

**Mrs. O'Hanlon stated that the District's next regular Board meeting is February 16, 2023 and that the annual Road meeting is scheduled for March 25, 2023 and will take place at the District Office. 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 November 17, 2022 Regular Meeting of the Board of Directors;
  - b. Approval of minutes from the December 10, 2022 Special Meeting of the Board of Directors;
  - c. Approval of monthly financial report for November and December 2022; and
  - d. Approval of Release of Liens held by District on Real Property.

**No comments regarding the November Board Meeting or December Special Meeting minutes.**

**Mr. Hightower stated that we had not received the full sets of November or December financials from Inframark other than summary sheets. Both months were showing all accounts to be in good standing with no issues or errors. The Board reviewed both summary reports with year end totals for accounts. Mr. Hightower advised the Board members that we had received the notice that our senior accountant, Priscilla Lenzen with Inframark, had given her notice to leave Inframark. The Board spoke about possibly hiring this position back in house, which we agreed to move forward with. We will put together a job description necessary for our needs and get it advertised. No further questions or comments.**

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

**Mrs. O'Hanlon called the question.**

**Motion: Ron Whipple moved to approve the Consent Agenda items, pending adding the financial reports to the packets once they are received.**

**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:
  - a. Update on District facilities, water plants and lift stations
  - b. Update on Water/Wastewater Maintenance & Improvement projects
  - c. Update on Roads maintenance & improvement projects
  - d. Employee Update
  - e. District Administrative Office Update

**Mr. Hightower read the GM report as posted in the Board packet. No questions or comments**

- 8.) Discussion and review of TML policy documents for fiscal year 2023 – Hightower  
**Policy review only. No questions or comments**

- 9.) Discussion and possible action regarding Proposal to prepare Bond Application for TCEQ from Jones-Heroy & Associates – Hightower  
**Mr. Hightower read the Proposal as posted in the Board packet. A recommendation was made to approve the proposal as written.**

**Mrs. O'Hanlon called the question.**

**Motion: Ron Whipple moved to approve the proposal as presented.**

**Seconded: Michele Plummer.**

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

- 10.) Discussion and review of 2023 capital improvement projects to be funded with bond proceeds– Hightower

**Mr. Hightower stated that we had discussed some of this item under the #9 item. No further major updates currently.**

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

**Mrs. O'Hanlon asked the Directors about the February 16<sup>th</sup> meeting and Director Whipple advised he would be out of town. All other Board members advised they should be good.**

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

**Mr. Hightower advised that the members had not interacted being that the POA Board president was back out of town. Greg Stigall spoke up that she was due back before the annual POA meeting in January. No further comments.**

13.) Board suggestions on future agenda items

**Mrs. O'Hanlon stated that she had 3 agenda items for next month being the annual road meeting items, making BCWCID2 materials available for customers to use as needed to fill holes or drop offs as needed and discussion of the Inframark position. VP Ferguson advised we needed to discuss the installation of the sewer pumps and policy.**

14.) Adjourn

**Mrs. O'Hanlon called the question for adjournment.**

**Motion: Ron Whipple moved to adjourn.**

**Seconded: Michele Plummer.**

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

**Meeting ended at 7:36 p.m.**

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Authorized Signature