

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 16, 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
Butch Carmack, Director

BCWCID #2 Staff:

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

Absentees

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 1 members of the public speak to the Board. Jessica Zamora questioned the staff about flushing activities that take place on her road. Staff members Walsh and Hightower explained that it is done on a monthly basis due to the state regulation but that it's also done when there is a leak in the area or some similar activity, requiring the lines to be flushed. My Hightower stated this is one of the primary reasons for getting lines looped in, was to help reduce water waste from flushing. Ms. Zamora indicated that she had a film over her water in the bath tub and after discussion, it was suggested that she flush her water heater out since it hadn't been done in 3 years of being installed.

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, March 16, 2023 at 6:30 p.m.
 - b. Annual Road Meeting scheduled for Saturday March 25, 2023 at 10:00 a.m.

Mrs. O'Hanlon stated that the District's next regular Board meeting is March 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 January 19, 2023 Regular Meeting of the Board of Directors;
 - b. Approval of monthly financial report for January 2023; and
 - c. Approval of Release of Liens held by District on Real Property.

No comments regarding the January Board Meeting minutes.

Mr. Hightower stated that we had not received the full set of financials for January from Inframark other than summary sheets received at 6pm tonight. Staff reviewed on the summary sheets and currently shows all accounts to be in good standing with no issues or errors.

No further questions or comments.

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

Mrs. O'Hanlon called the question.

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

Seconded: Michele Plumer.

Vote: Five (5) 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 2023 capital improvement projects to be funded with bond proceeds– Hightower

Mr. Hightower stated that since Samco had not been able to get their numbers worked out correctly with Inframark yet, we had no movement on this item other than Jones-Heroy given the contract to move forward with their portion of the TCEQ application. No further comments.

- 9.) Discussion and possible action regarding adoption of an amended Investment Policy– Hightower

The amended Investment policy was shown as presented in the Board packet. Mr. Hightower explained that the changes were necessary due to the changes within Inframark. Staff recommended approval of the amended policy to stay in compliance.

Mrs. O’Hanlon called the question.

Motion: Butch Carmack moved to approve the amended investment policy as presented.

Seconded: Scott Ferguson.

Vote: Five (5) in favor, motion carries.

- 10.) Discussion and possible action regarding opposition to the Colovista Sand and Gravel Pit – O’Hanlon

Mrs. O’Hanlon raised the question to the Board about writing a letter in opposition to the sand and gravel pit that was brought before the Board at a past meeting. Mrs. O’Hanlon explained that she had spoken to Mr. Adamcik with the Colovista Board and that he had shared with her, that a TCEQ application had not been made yet, for the gravel pit to move forward. It had also been discovered by the Counties biological department that oversees the Houston Toad Habitat, that the affected area was within the boundaries of the Houston Toad Habitat. It was unknown as to how that directly affects the pit moving forward. There was discussion about any direct dangers or involvement needed with BCWCID2. After speaking with our attorney, it was decided that since the impact of the pits could affect our groundwater supplies, we would have a direct and governmental reason to write a letter of opposition if it was needed. It was decided to table the matter until a future date, if an application was made to TCEQ regarding this matter.

No further comments or discussion.

- 11.) Discussion and possible action regarding making Road Base materials available for customer use –

Staff discussed the possibility of making road base materials available for public use. The attorney commented regarding this possibly being seen as donation of governmental property, which is illegal. It was suggested to take the calls on a case by case and as-needed basis, to fill or check the road edges, where this may be needed and to issue a work order so that it could be tracked and recorded.

No further comments or discussion.

- 12.) Discussion and possible action regarding wastewater pump installations – Hightower / Walsh / Brown

A petition was brought to the Board’s attention last month, regarding how pump installations were being handled. Staff shared comments with the Board on pump installations and the possibility of setting up a 2-stage process for the install. The concern is having raw sewage on the ground or having it back into the house. Mr. Brown presented to the Board, the current policy and explained how the crews go in to do the install. It was discussed the timing of how the installs go and what could be done to reduce the wastewater spilling out and also, having the installs timed to work with the District staff and the builders. It was recommended by Board members, to edit our current policy adding in statements to not use the facilities within the new structure, along with the recommendation to not have sod/grass placed, until a completed wastewater system is installed. Board members and staff agreed this would be the best policy moving forward and that a 2-step process is not needed.

No further comments or discussion.

- 13.) Discussion and review of Annual Road Meeting Plan – Hightower

Mr. Hightower shared the preliminary version of the road plan documents for the annual road meeting in March, as presented in the board packet. There was some discussion regarding the different years and that we had almost every road in Tahitian coded for construction. It was also stated that we were working with the Commissioners office, to get a complete list of roads that could be deemed impassable due to terrain or dangers of washout, where its not feasible for repairs. Mr. Hightower stated that this road plan, was in the review phase only and that it was an incomplete document. A more final document would be viewed at the March Board meeting, in preparation for the annual road meeting.

No further comments or discussion.

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

Mrs. O'Hanlon established that we would have quoroms present for the both of the meetings scheduled in March.

No further comments or discussion.

- 15.) 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 a new POA Board president was being selected. After this was finalized with POA, meetings should commence back in the future.

No further comments or discussion.

- 16.) Board suggestions on future agenda items

Mrs. O'Hanlon stated that the only item for future discussion, is the Inframark contract.

- 17.) Adjourn

Mrs. O'Hanlon called the question for adjournment.

Motion: Scott Ferguson moved to adjourn.

Seconded: Ron Whipple.

Vote: Five (5) in favor, motion carries.

Meeting ended at 8:06 p.m.

Authorized Signature