

GALVESTON COUNTY MUNICIPAL UTILITY DISTRICT NO. 12

Regular Meeting November 19, 2018

The Board of Directors (Board) of the Galveston County Municipal Utility District No. 12 (District) convened for a **Regular Meeting, November 19, 2018** that was open to the public, at 6:00 p.m. at the District's Office located at 2929 Highway 6, Bayou Vista, Texas. A quorum of the Directors was present.

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| Position 1 | Richard Matthews, President | Present |
| Position 3 | John Prince, Vice President | Present |
| Position 4 | Robert Bassett, Secretary/Treasurer | Absent |
| Position 5 | Carter Tull, Assistant Secretary/Treasurer | Present |
| Position 2 | Eric Moeller, Director | Present |

In attendance: DJ Matthews, Lou Wortham, Carol Wortham, Stephanie Burt, Shelby Dill and Denise Spencer K2 Services- Kenneth Sessum Sr. and Kenneth Sessum Jr.; Waste Connections- Abel Moreno; District's Engineer- AEI Engineering- Bill Rackley; District's Accountant- Lydia Cook ;District's Attorney- Michael Bacon; District Operator –Randy Ward and Sharon Ballard-Secretary to the Board.

1. **Call the meeting to order.**

President Richard Matthews called the meeting to order at 6:00 p.m.

2. **First order of business.**

Announcement by the President of the presence of a quorum, that the meeting was duly called, and the notice of the meeting was posted in the manner prescribed by law.

President Matthews announced the presence of a quorum, that the meeting was duly called and the notice of the meeting was posted in the manner prescribed by law. The Pledge of Allegiance and a Prayer was said.

Mr. Matthews reviewed the President's note with the Board and the audience.

3. **Public Comments-agenda items only.**

The support and the lack thereof, for the implementation of a recycling program was voiced.

4. **Consider Minutes and other records of previous Board of Director meetings, including but not limited to:**

a) **Regular Meeting of October 15, 2018.**

Carter Tull made a motion to approve the minutes for the Regular Meeting held on October 15, 2018.

John Prince seconded the motion.

Motion carried with all in favor.

5. **Recommendation by Staff on AVR billing.**

Carter Tull made a motion to accept the recommendation by the staff regarding moving to AVR handling the billing on 8 ½' X 11" statements beginning January 2019.

Eric Moeller Seconded the motion.

Motion carried with all in favor.

6. **Presentation by Waste Connections.**

Abel Moreno with Waste Connections made a presentation concerning a recycling program to the Board of Directors. He answered questions from the residents and the Board.

7. **Presentation by K2 Services regarding the SCADA system;**

a) System Capabilities example- leak detections; monitoring capabilities; work planning.
Kenneth Sessum Jr. addressed the Board regarding the SCADA System. He is to present the Board with a breakdown of the cost of the various projects encompassed within his presentation.

8. **Bookkeeper's Report, including consideration of the following:**

- a) **Financial Statement and Investment Report for October 2018;**
- b) **Bank transfers;**
- c) **Payment of monthly bill.**

Lydia Cook reviewed the Financial Statement and Investment Report with the Board.

Carter Tull made a motion to accept the Bookkeeper's Report, Financial Statement and Investment Report for October 2018, the bank transfer of \$6,000.00 from tax to general fund and the payment of the monthly bills.

John Prince seconded the motion.

Motion carried with all in favor.

9. **Operator's Report, including consideration of the following:**

- a) **Water and Wastewater Plant status, including repairs and maintenance, Well Usage Report, and Discharge Monitoring Report;**
- b) **Status of District assets, including Vehicle Maintenance Report;**
- c) **Recommendations for service orders and status of outstanding service orders;**
- d) **Recommendations for account services, including disconnection of accounts.**

John Prince made a motion to approve the Operator's Report, including consideration of the following: Water and Wastewater Plant status, including repairs and maintenance, Well Usage Report, Discharge Monitoring Report, Status of District assets, including Vehicle Maintenance Report, Recommendations for service orders and status of outstanding service orders and Recommendations for account services, including disconnection of accounts.

Carter Tull seconded the motion.

Motion carried with all in favor.

10. **Engineer's Report-**

- a) **Update on Wastewater Plant Rehabilitation and Odor Control Project.**

Bill Rackley reviewed the Engineer's Report with the Board.

John Prince made a motion to accept the Engineer's Reports, pay estimates and change order, approve easements, authorize advertisement for bids and approve recommendation of award and contracts as necessary.

Carter Tull seconded the motion.

Motion carried with all in favor

11. **Attorney's Report.**

Mr. Bacon discussed the options for amending the contract with Waste Connections should the District decide to proceed with a recycling program. He noted his office would be conducting a records audit to make sure they have the required documents in their files. He informed the Board that an extensive public information request had been submitted by a resident and that he was working on providing all the information as requested. In an effort to keep the cost down, he will be submitting the information electronically. Mr. Moeller questioned if the information could be posted on the District's website. Mr. Bacon indicated the report will consist of approximately 20 pdf files and that it would be too expansive to put on the website. Mr. Bacon reported on the Public Utility Commission complaint. He has not been notified as to when the issue will be on their agenda for finalization. He recommended that K2 submit a prioritized proposal with pricing. He submitted the minutes from a prior Executive Session which Mr. Matthews signed.

12. **Consider the requested meeting dates for the Omega Bay Meetings in 2019.**

John Prince made a motion to approve the use of the MUD #12 Reception Hall for the 2019 dates requested by the Omega Bay Improvement Committee.

Eric Moeller seconded the motion.

Motion carried with all in favor.

13. **Consider the District's 2019 Holiday schedule.**

Carter Tull made a motion to approve the 2019 Holiday schedule.

John Prince seconded the motion.

Motion carried with all in favor.

14. **Public comment.**

The pros and cons of implementing a recycling program were discussed.


15. **Other Matters that may come before the Board.**

There were no other matters.

16. **Adjournment.**

A motion was made to adjourn and unanimously carried, the Board adjourned at 7:55 pm.

Respectfully Submitted,
Sharon Ballard


Richard Matthews, President


Carter Tull, Assistant Secretary/Treasurer