

# GALVESTON COUNTY MUNICIPAL UTILITY DISTRICT NO. 12

## REGULAR MEETING

June 20, 2022

The Board of Directors (Board) of the Galveston County Municipal Utility District No. 12 (District) convened for a **Regular Meeting, June 20, 2022**, 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.

Position 1	Robert Atkinson, Vice President	Absent
Position 2	Eric Moeller, President	Present
Position 3	Javier Bernal, Secretary/Treasurer	Present
Position 4	Newman Sharp, Director	Absent
Position 5	Carl Aronson, Assistant Secretary/Treasurer	Present

Also present were Mr. Bill Manning of Sander Engineering Corp., the District's Engineer; Ms. Wendy Rambin and Mr. Mike Curran of TOPS, the District's Operator; Ms. Lydia Cook of the Ray Tax Group, the District's Accountant; Mr. Tom Thomas, a resident of Bayou Vista and Ms. Robin Crawford-Secretary to the Board.

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

Director Moeller called the meeting to order at 6:00 p.m. The Pledge of Allegiance was said.

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 Moeller 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.

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

There were no public comments.

4. **Consider Minutes and other records of previous Board of Directors meetings, including but not limited to: Special Meeting-May 16, 2022:**

a) **Special Meeting of May 16, 2022.**

Director Bernal indicated a needed correction to the minutes and made a motion to approve the minutes of the Special Meeting held May 16, 2022.

Director Aronson seconded the motion.

Motion carried all in favor.

5. **Consider Gulf Coast Water Authority Amended and Restated Municipal System Customer Contract;**

Director Bernal made a motion to approve the Gulf Coast Water Authority Amended and Restated Municipal System Customer Contract.

Director Aronson seconded the motion.

Motion carried all in favor.

6. **Review the District's Emergency Preparedness Plan:**
- a) **Contract with Crowder Gulf for debris removal thru September 14, 2022;**
  - b) **Pre-position contract with Garner Environmental Services, Inc. for necessary supplies in the aftermath of a disaster thru March 31, 2024, with a potential for two additional one-year extensions thereafter;**
  - c) **Contract with Republic Waste for portable toilets and hand washing stations thru May 1, 2023;**

Director Bernal made a motion to approve the District's Emergency Preparedness Plan.

Director Aronson seconded the motion.

Motion carried all in favor.

7. **Consider under what circumstances a contract would be needed for the use of the Palapa;**  
Director Aronson made a motion to table under what circumstances a contract would be needed for the use of the Palapa until the July meeting.

Director Bernal seconded the motion.

Motion carried all in favor.

8. **Consider approval of the closed accounts with unpaid balances to be written off this fiscal year and given to Penn Credit Corporation for collections;**

Director Aronson made a motion to approve the closed accounts with unpaid balances to be written off this fiscal year and given to Penn Credit Corporation for collections.

Director Bernal seconded the motion.

Motion carried all in favor.

9. **Consider the need for/removal of Pardon Our Odor sign at the plant;**

Director Bernal made a motion to remove the Pardon Our Odor signs at the plant.

Director Aronson seconded the motion.

Motion carried all in favor.

10. **Bookkeeper's Report, including consideration of the following:**
- a) **Financial Statement and Investment Report for May 2022;**
  - b) **Bank transfers;**
  - c) **Payment of monthly bills.**

Ms. Cook reviewed the May 2022 financials, Investment Report, Bank transfers.

Director Bernal made a motion to approve the Bookkeeper's Report, including the Financial Statement and Investment Report for May 2022, bank transfers and payment of monthly bills.

Director Aronson seconded the motion.

Motion carried all in favor.

11. **Operator's Report, including consideration of the following:**
- a) **Operations, repairs, and maintenance of District facilities;**
  - b) **Connection Activity;**
  - c) **Water production and accountability;**
  - d) **Regulatory Matters;**
  - e) **Consider for approval the 2021 Consumer Confidence Report (CCR Report);**
  - f) **Discuss staffing personnel concerns;**

Ms. Rambin reviewed the Operator's Report with the Board.

Director Bernal made a motion to approve the Operator's Report and approve the 2021 Consumer Confidence Report (CCR).

Director Aronson seconded the motion.

Motion carried all in favor.

12. **Engineer's Report:**  
**Approve pay estimates and change orders, approve easements, authorize advertisement for bids and Approve recommendation of awards and contracts as necessary;**

Mr. Manning reviewed the Engineer's Report with the Board.

Director Bernal made a motion to award JTR Constructor's bid for the WWTP Headworks, Clarifier and Return Sludge System Modifications.

Director Aronson seconded the motion.

Motion carried all in favor.

Director Bernal made a motion to approve the Engineer's Report.

Director Aronson seconded the motion.

Motion carried all in favor.

13. **Attorney's Report;**

a) **Present Cybersecurity Acknowledgment Form**

Mr. Bacon was not in attendance.

14. **Public Comments;**

There were no public comments.

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

There were no other matters.

16. **Adjournment.**

Director Bernal made a motion to adjourn with Director Aronson seconding the motion which unanimously carried; the Board adjourned at 6:39 pm.

Respectfully Submitted,  
Robin Crawford

  
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Eric Moeller, President

  
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Javier Bernal, Secretary/Treasurer