

# GALVESTON COUNTY MUNICIPAL UTILITY DISTRICT NO. 12

## REGULAR MEETING

November 15, 2021

The Board of Directors (Board) of the Galveston County Municipal Utility District No. 12 (District) convened for a **Regular Meeting, November 15, 2021**, 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 | Richard Matthews, President       | Present |
| Position 2 | Eric Moeller, Vice President      | Absent  |
| Position 4 | Newman Sharp, Director            | Present |
| Position 5 | Carl Aronson, Assistant Secretary | Present |
| Position 3 | Ray Cruse, Secretary/Treasurer    | Present |

In attendance: Bill Manning-District Engineer; Nathan White and Wendy Ramin- TOPS District Operator; Michael Bacon- District Attorney; Sharon Ballard-Secretary to the Board; Robin Crawford-Billing Clerk, Javier Bernal-Bayou Vista Resident and Denise Blair-Applicant.

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 Richard 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. Mr. Matthews led the Pledge of Allegiance and a prayer.
3. **Public Comments-agenda items only.**  
There were no comments.
4. **Consider Minutes and other records of previous Board of Director meetings, including but not limited to:**
  - a) **Regular Meeting- October 18, 2021.**  
Carl Aronson made a motion to approve the minutes of the Regular Meeting held on October 18, 2021.  
  
Ray Cruse seconded the motion.  
  
Motion carried with all in favor.
5. **Bookkeeper's Report, including consideration of the following:**
  - a) **Financial Statement and Investment Report for October 2021.**
  - b) **Bank transfers.**
  - c) **Payment of monthly bills.**

Lydia Cook was not present. Mr. Matthews reviewed the Bookkeeper's Reports for October 2021. Newman Sharp made a motion to approve the Financial Statements and Investment Reports for October 2021 and the payment of monthly bills.  
  
Carl Aronson seconded the motion.  
  
Motion carried with all in favor.

6. **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) **Recommendations for account services, including disconnection of accounts.**
- f) **Consider the hiring of collection agency Penn Credit to pursue the collection of outstanding back charged invoices.**

Wendy Rambin reviewed the Operator's Report with the Board. Nathan White explained the collection procedures.

Newman Sharp made a motion to hire the collection agency Penn Credit to pursue the collection of outstanding back charged invoices.

Ray Cruse seconded the motion.

Motion carried with all in favor

Carl Aronson made a motion to approve the Operator's report.

Ray Cruse seconded the motion.

Motion carried with all in favor

7. **Engineer's Reports**

**Approve pay estimates and change order, approve easements, authorize advertisements for bids and approve recommendation of award and contracts as necessary for September & October 2021.**

Bill Manning reviewed the Engineer's Report for September & October 2021 with the Board. Newman Sharp made a motion to approve the Engineer's Report.

Carl Aronson seconded the motion.

Motion carried with all in favor.

Bill Manning spoke of quotes which TOPS has obtained for the installation of a manhole 1,200 feet from last manhole on the end of Pompano

Newman Sharp made a motion to approve the project to install a manhole 1,200 feet from last manhole on the end of Pompano.

Ray Cruse seconded the motion.

Motion carries all in favor.

8. **Consider and approve the Texas General Land Office Surface Lease contracts #SL20210044 & #SL 20210045.**

Richard Matthews explained the Surface Lease contracts with the Board.

Carl Aronson made a motion to approve the Texas General Land Office Surface Lease contracts #SL20210044 & #SL 20210045.

Ray Cruse seconded the motion

Motion carried with all in favor.

9. **Consider the requested meeting dates for the Omega Bay Meetings in 2022.**

Newman Sharp made a motion to approve the meeting dates for the Omega Bay Meetings in 2022.

Carl Aronson seconded the motion.

Motion carried with all in favor.

10. **Consider the District's 2022 Holiday Schedule.**

Newman Sharp made a motion to approve the District's 2022 Holiday Schedule.

Carl Aronson seconded the motion.

Motion carried with all in favor.

11. **Discuss and award the contract regarding the District's website.**

Michael Bacon discussed the contracts with the Board of Directors.

Newman Sharp made a motion to award the contract regarding the District's website to Touchstone District Services

Carl Aronson seconded the motion.

Motion carried with all in favor.

12. **Attorney's Report.**

Mr. Bacon had nothing new to report.

13. **Public comments.**

There were no public comments.

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

Bill Manning informed the Board about the Water Conservation Grant Program 2022.

The Board recessed for a short break at 7:10 p.m.

The Board adjourned into Executive Session at 7:24 p.m.

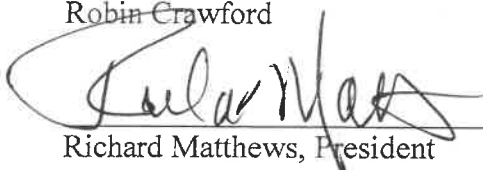
15. **Executive Session.**

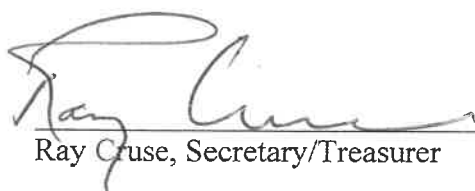
The Executive Session ended at 7:38 p.m.

16. **Adjournment.**

Carl Aronson made a motion to adjourn with Newman Sharp seconded the motion which unanimously carried; the Board adjourned at 7:39 p.m.

Respectfully Submitted,  
Robin Crawford

  
Richard Matthews, President

  
Ray Cruse, Secretary/Treasurer