

GALVESTON COUNTY MUNICIPAL UTILITY DISTRICT NO. 12

SPECIAL CALLED MEETING FEBRUARY 24, 2021

The Board of Directors (Board) of the Galveston County Municipal Utility District No. 12 (District) convened for a **Special Called Meeting, February 24, 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	Present
Position 4	Newman Sharp, Director	Present
Position 5	Carl Aronson, Assistant Secretary	Present
Position 3	Ray Cruse, Secretary/Treasurer	Present

In attendance: Bayou Vista residents- John Thomas, Lou Wortham, Tommy Hansen, Colleen Bevans, Richard White, Shelby Dill and Barbie Miller; Omega Bay residents-D.J. Matthews, Georgia Sharp, Sam Farrell, Robert Michetich, Darlene and Danny Barnes; Bill Manning- District Engineer; Nathan White and Wendy Rambin- TOPS District Operator; Michael Bacon-District Attorney-Sharon Ballard-Secretary to the Board.

1. **Call the meeting to order**

President Richard Matthews called the meeting to order at 6:10 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.

3. **Attorney's Statement.**

Mr. Michael Bacon addressed the Board and the residents regarding interactions which had occurred at the January 18, 2021 meeting between himself and the audience.

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

A question was raised to concerning the \$12,000.00 miscellaneous expense listed on the financials.

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

a) **Regular Meeting of January 18, 2021.**

Newman Sharp made a motion to approve the minutes of the Regular Meeting held on January 18, 2021.

Eric Moeller seconded the motion.

Motion carried with all in favor.

6. **Consider payment of AEI Engineering invoices #65700,65871;65872;66076 totaling \$7,648.55 for general consultation & WWTP Rehabilitation and Odor Control Project from 1-31-2020 to 3-31-2020.**

This item was tabled. The Board gave Michael Bacon the authority to discuss this issue with AEI Engineering. This will be discussed in Executive Session later.

7. **Consider approval of the annual Audit Report-Management's Discussion and Analysis for fiscal year ending September 30, 2020 submitted by Mark C. Eyring, CPA, PLLC.**

The Board discussed the audit. Mr. Eyring was unable to attend. It was noted a correction needed to be made on the information for the Board of Directors.

Ray Cruse made a motion to approve the annual Audit Report- Management's Discussion and Analysis for fiscal year ending September 30, 2020 with consultant review regarding the change to the information on the Board of Directors.

Eric Moeller seconded the motion.

Motion carried with all in favor.

8. **Report on Meeting with Bayou Vista Volunteer Fire Department.**

Richard Matthews read the report he had compiled from his attendance at the Bayou Vista Fire Department's meeting.

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

- a) **Financial Statement and Investment Report for January 2021**
- b) **Bank transfers**
- c) **Payment of monthly bills.**

Lydia reviewed the Bookkeeper's Report with the Board.

Carl Aronson made a motion to approve the Financial Statement and Investment Report for January 2021, the bank transfers, and the payment of monthly bills.

Eric Moeller seconded the motion.

Motion carried with all in favor.

10. **Consider changes to the District's Rate order:**

- a) **Section 1 (D)- increasing the cost for sewer taps on streets where the depth of the sewer is 10 feet or more, due to the necessity of additional safety equipment and excavators.**
- b) **Section A- discuss the responsibility for the replacement of concrete, asphalt, trees, shrubs or flowers, any landscaping including grass when a repair is made to District lines.**

After some discussion, it was determined the changes to the District's Rate Order should be investigated further prior to approval. The Board authorized Carl Aronson to work on the revisions of the rate order with Michael Bacon, Nathan White, and Bill Manning.

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; and
- e) Recommendations for account services, including disconnection of accounts.

Nathan White of TOPS reviewed the Operator's reports with the Board. Mr. White made a recommendation to upgrade the SCADA software at a cost of \$14,500.00.

Eric Moeller seconded the motion.

Motion carried with all in favor.

Eric Moeller made a motion to approve the Operator's Report including the operations, repairs, maintenance of District facilities, connection activity, water production and accountability, regulatory matters, and recommendations for account services, including disconnection of accounts.

Ray Cruse seconded the motion.

Motion carried with all in favor.

12. Engineer's Reports

Approve pay estimates and change order, approve easements, authorize advertisement for bids and approve recommendation of award and contracts as necessary;

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

Eric Moeller made a motion to accept the Engineer's Reports.

Ray Cruse seconded the motion.

Motion carried with all in favor.

Newman Sharp made a motion to approve the request of \$10,500.00 for the installation of first manhole on effluent line for access.

Carl Aronson seconded the motion.

Motion carried with all in favor.

13. Attorney's Report, including approve updated legal service agreement with Bacon, Wallace & Philbin, L.L.P.

Mr. Bacon explained except the letter head due to the addition of a new partner.

Eric Moeller made a motion to approve the new engagement letter of Bacon, Wallace & Philbin, LLC.

Newman Sharp seconded the motion.

Motion carried with all in favor.

14. Public Comments.

Items which were discussed were:

- 1) Valve survey
- 2) GCWA annual burn-out
- 3) Easements-Right of ways
- 4) Anticipated digging by CenterPoint


15. Other Matters that may come before the Board.

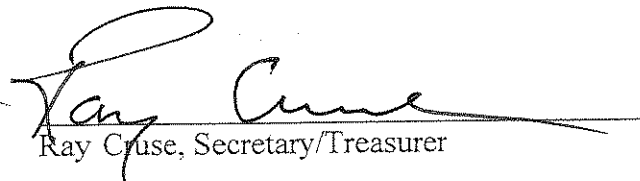
The Board thanked Ben Warren for his work during and after the freeze event.

16. Adjournment.

Eric Moeller made a motion to adjourn with Newman Sharp seconding the motion which unanimously carried; the Board adjourned at 8:00 p.m.

Respectfully Submitted,
Sharon Ballard


Richard Matthews, President


Ray Cruse, Secretary/Treasurer