

GALVESTON COUNTY MUNICIPAL UTILITY DISTRICT NO. 12

REGULAR CALLED MEETING

March 21, 2022

The Board of Directors (Board) of the Galveston County Municipal Utility District No. 12 (District) convened for a **Regular Called Meeting, March 21, 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	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-Javier Bernal, Lou Wortham, Sigrun Burke, Tom Thomas, Richard White, Robert Atkinson; Nathan White-TOPS; Bill Manning-District Engineer; Wendy Rambin-TOPS District Operator; Michael Bacon-District Attorney; Lydia Cook-District Accountant and Robin Crawford.

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

President Richard Matthews called the meeting to order at 6:01 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. **Public Comments – agenda items only.**

Question regarding Public Information Request

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

a) **Regular Meeting of February 21, 2022.**

Newman Sharp made a motion to approve the minutes of the Regular meeting held February 21, 2022.

Ray Cruse seconded the motion.

Motion carried with all in favor.

5. **Discuss Directors Election and related matters, including:**

a) Review Confirmation of Unopposed Candidates.

b) Adopt Order Cancelling Directors Election.

Eric Moeller ran unopposed for Position 2.

On the May agenda the following candidates will be appointed: Robert Atkinson for Position #1 and Javier Bernal for Position #3.

Carl Aronson made a motion to approve the order declaring unopposed candidates elected to office and cancelling the Directors Election.

Eric Moeller seconded the motion.

Motion carried with all in favor.

6. **Bookkeeper's Report, including consideration of the following:**
- a) **Financial Statement and Investment Report for November 2021, December 2021, and January 2022.**
 - b) **Bank transfers.**
 - c) **Payment of monthly bills.**
 - d) **Presentation of TOPS agreement with proposed amended budget.**

Lydia Cook discussed the financials with the Board.

Lydia Cook presented the amended budget.

District Attorney Michael Bacon stated the proposed amendment was not necessary because the amount was not significant. He said he recommended against amending a budget after the first fiscal quarter unless there was a significant change. He also noted that budget amendments trigger certain additional filing requirements.

Ray Cruse made a motion to approve the February 2022 financial statement, investment report and bank transfers.

Newman Sharp seconded the motion.

Motion carried with all in favor.

Ray Cruse made a motion to approve payment of monthly bills.

Newman Sharp seconded the motion.

Motion carried all in favor.

7. **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.**

Wendy Rambin with TOPS reviewed the Operator's Report with the Board.

Newman Sharp made a motion to approve the Operator's Report.

Ray Cruse seconded the motion.

Motion carried with all in favor.

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

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

Ray Cruse made a motion to approve the Engineer's Reports.

Newman Sharp seconded the motion.

Motion carried with all in favor.

Mr. Manning discussed the bulkhead project at the office and parking lot issue. Mr. Manning will be finalizing the scope for contractors to submit quotes.

Consider recommendation for award of construction contract.

Newman Sharp made a motion to approve the recommendation for awarding construction contract to Corrosion Eliminators at \$143,597.00 for Hydro pneumatic tank recoating project.

Eric Moeller seconded the motion.

Motion carried all in favor.

Mr. Manning requested approval to advertise the Wastewater treatment plant - screen and clarifier repair projects before the April Board meeting.

Newman Sharp made a motion to advertise for the Wastewater treatment plant - screen and clarifier repair projects before the April Board meeting.

Eric Moeller seconded the motion.

Motion carried all in favor.

9. **Attorney's Report, including:**

a) **Discuss matters related to 2022 Directors Election.**

b) **Approve updated legal service agreement with Bacon, Wallace & Philbin, L.L.P.**

Michael Bacon discussed the Directors Election and the updated the legal service agreement which increases the monthly flat fee from \$2,400.00 to \$2,900.00 per month.

Newman Sharp made a motion to approve Attorney's Report and to update legal service agreement.

Ray Cruse seconded the motion.

Motion carried all in favor.

10. **Public Comments:**

Questioning timing of messages for water interruptions due to repairs, requesting more advanced warnings.

Concern regarding flushable wipes and how to prevent residents from flushing them.

Information on statements or colored inserts with example of cost to repair/de-rag pumps.

Contact the City Inspector for the regulations regarding the repair/replacement of bulkheads.

11. **Other Matters that may come before the Board:**

There were none.

12. **Executive Session.**

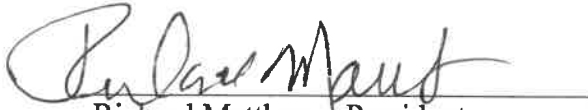
There was not an executive session.

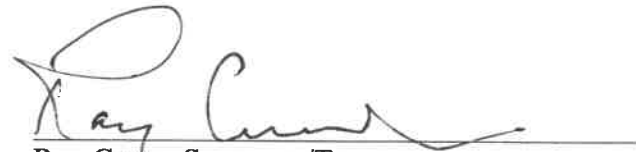
13. **Adjournment.**

Newman Sharp made a motion to adjourn with Ray Cruse seconding the motion which unanimously carried; the Board adjourned at 7:07 p.m.

Respectfully Submitted,

Robin Crawford


Richard Matthews, President


Ray Cruse, Secretary/Treasurer