

GALVESTON COUNTY MUNICIPAL UTILITY DISTRICT NO. 12

Regular Meeting

June 17, 2019

The Board of Directors (Board) of the Galveston County Municipal Utility District No. 12 (District) convened for a **Regular Meeting, June 17, 2019** 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 3	Vacant	Vacant
Position 4	Robert Bassett, Secretary/Treasurer	Present
Position 5	Carter Tull, Assistant Secretary/Treasurer	Present
Position 2	Eric Moeller, Director	Absent

In attendance: Omega Bay residents: D.J. Matthews, Sam and Cheryl Farrell, Danny and Darlene Barnes, Georgia Sharp, Joe Murphy and Warren Kopecky ; Bayou Vista residents: Roger Domingue and Beverly Domingue, Carrie Wortham, Louis Wortham, Mike McGee and Tara Jones; Brian Morrison- R&B Group; Bill Rackley with AEI Engineering; District's Attorney-Michael Bacon; 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. Mr. Moeller was not in attendance. The Pledge of Allegiance and a Prayer was said.

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 of May 20, 2019.**

Carter Tull made a motion to approve the minutes of the Regular Meeting of May 20, 2019.

Bob Bassett seconded the motion.

Motion carried with all in favor.

5. **Appoint Roger Domingue to fill the Position 3 vacancy on the Board;**

a) **Administer Oath of Office;**

b) **Execute Statement of Officer;**

c) **Execute Affidavit of Director;**

d) **Reconstitute Board of Directors;**

e) **Authorize filing of Amended District Registration Form.**

Carter Tull made a motion to appoint Roger Domingue to fill the Position 3 vacancy on the Board and to

a) **Administer Oath of Office;**

b) **Execute Statement of Officer;**

c) **Execute Affidavit of Director;**

d) **Reconstitute Board of Directors;**

e) **Authorize filing of Amended District Registration Form.**

Agenda item 5 continued.

Bob Bassett seconded the motion.

Motion carried with all in favor.

Sharon Ballard administered the Oath of Office to Roger Domingue.

Bob Bassett made a motion to reconstitute the Board as follows:

President- Richard Matthews

Vice President- Eric Moeller

Secretary/Treasurer- Bob Bassett

Assistant Secretary/Treasurer- Carter Tull

Director- Roger Domingue

Carter Tull seconded the motion.

Motion carried with all in favor.

Mr. Bacon's office will file all the signed documents with appropriate parties.

6. **Approve the Resolution Amending the Authorized Signers/Representatives for Texas First Bank.**

Carter Tull made a motion to approve the Resolution Amending the Authorized Signers/Representatives for Texas First Bank.

Bob Bassett seconded the motion.

Motion carried with all in favor.

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

a) **Financial Statement and Investment Report for May 2019;**

b) **Bank transfers;**

c) **Payment of monthly bills.**

Lydia Cook was unable to attend the meeting. Mr. Matthews reviewed the Financial Summary provided by Lydia. Mr. Rackley and Lydia are working on compiling the amount of monies which will be reimbursed to the general fund account for projects which were covered under the bond monies.

Carter Tull made a motion to accept the Bookkeeper's Report, Financial Statement and Investment Report for May 2019 and the payment of the monthly bills.

Roger Domingue seconded the motion.

Motion carried with all in favor.

Mr. Matthews moved to agenda item #9.

8. **Discussion concerning the 22 N. Omega & 23 N. Omega sewer problems.**

The cause and the remedies for the sewage backup problems at 22 N. Omega and 23 N. Omega were discussed at length. The cause of the problem was diagnosed with a camera by Lister Plumbing who the District had hired. It was discovered that approximately 20 feet from the District main, both houses' sewer lines wye together. Due to the ages of the homes, it would be impossible to determine who and when the improper connection was made. A quote of \$1,900.00 per house was given to replace the existing sewer line next to the house with 4" PVC pipe and install 4" two way clean-out while re-using the existing sewer tap at the main. It was discussed

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that District employees could be utilized to make the repairs and the District would either absorb the cost or pass the cost on to the customer. Randy, the District Operator offered suggestions as to how to accomplish the repairs in the least expensive way by using the 1 sewer tap but correctly connecting to the tap with new piping with the correct fall. This would prevent the necessity of ruining their driveway. Mr. Bacon suggested a tentative agreement between the homeowners stating what the cost would be and what would be paid by whom. As this is a health and safety issue, the District would like to have this resolved in the most expedient manner.

Roger Domingue made a motion that Eric Moeller would meet with the homeowners to determine a plan of action.

Carter Tull 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.**

Randy Ward reviewed the Operator's Report with the Board. Mr. Bassett mentioned the possibility of using the HGAC contracts for the purchase of a new vehicle for the District. HGAC has contracts with dealerships that are set up in such a way that the bidding process is not necessary. Bob Bassett 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 Reports**

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

- a) **Update on WWTP Rehabilitation Project-status on engineering.**

Bill Rackley of AEI Engineering reviewed the Engineer's Report and answered questions from the Board. The Board addressed Mr. Morrison in regards to problems which have occurred with the project, such as lack of communication between the crews on sight and the District's Operator as well as housekeeping issues. Mr. Morrison assured the Board he would check into these problems and have them remedied.

Carter Tull made a motion to allow Randy Ward to obtain an assessment of the clarifiers from K2 Services.

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Eric Moeller seconded the motion.

Motion carried with all in favor.

11. **Attorney's Report.**

Mr. Bacon reported there were changes on the horizon in regards to language for public postings on websites; 3 days advance notice of tax rate hearing meetings as well as the audio recording of said meetings and websites being more formalized. These changes would take effect September 1st.

12. **Public comment.**

Questions and comments were made regarding:

- a) Suggestion on how to repair the 2 lines discussed earlier in Omega Bay
- b) Who is responsible of the storm drains which run into the canal

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


There were no other matters.

The Board convened into Executive Session on 7:30 p.m.

14. **Adjournment.**

A motion was made to adjourn and unanimously carried, the Board adjourned at 8:45 p.m.

Respectfully Submitted,
Sharon Ballard


Richard Matthews, President


Robert Bassett, Secretary/Treasurer