

GALVESTON COUNTY MUNICIPAL UTILITY DISTRICT NO. 12

Regular Meeting

April 20, 2020

The Board of Directors (Board) of the Galveston County Municipal Utility District No. 12 (District) convened for a **Regular Meeting, April 20, 2020** that was open to the public, at 6:00 p.m. at teleconference number 1-800-356-8278, access code 952844. A quorum of the Directors was present.

Position 1	Richard Matthews, President	Present
Position 3	Eric Moeller, Vice President	Present
Position 4	Newman Sharp, Secretary/Treasurer	Present
Position 5	Roy Menotti, Director	Present
Position 2	Roger Domingue, Assistant Secretary/Treasurer	Present

In attendance: District residents: Bill Spenny, Megan Marsh, Barry and Shelly Romano, Lou Wortham, Bill Plouse, Carrie Wortham, Kelly Mosbey, Lisa Swackhamer, Patricia Cantu, Barbie Miller, Shelby Dill, Tony and Cathy Montalbano; Bill Manning, P.E. – District Engineer; Michael P. Bacon – District’s Attorney; Operator –Randy Ward and Sharon Ballard-Secretary to the Board.

1. Review legal changes affecting public meetings and procedures for conduct of meeting by teleconference.

Mr. Bacon reviewed and reinforced meeting rules as amended in light of COVID-19.

2. Call the meeting to order.

President Richard Matthews called the meeting to order at 6:00 p.m.

3. 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.

4. Public Comments-agenda items only.

There were no comments on agenda items at this time.

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

a) Regular Meeting of March 16, 2020.

Eric Moeller made a motion to approve the minutes of the Regular Meeting of March 16, 2020.

Roy Menotti seconded the motion.

Motion carried with all in favor.

6. Update on Canal Project.

Mr. Matthews informed the Board that the Vista Views website has shut down. He reviewed the status of the project with involved parties. He stated there are engineers designing aspects relevant to each individual region of the District. He said that Rice University, Texas A&M College Station, and Texas A&M Galveston are also involved.

7. **Bookkeeper's Report, including consideration of the following:**
- a) **Financial Statement and Investment Report for March 2020;**
 - b) **Bank transfers;**
 - c) **Payment of monthly bills.**

Mr. Matthews asked if there were any questions or comments on the Bookkeeper's Report. There were no comments or questions.

8. **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 presented the Operator's Report. Mr. Ward said that water accountability is at 94%. Mr. Ward then reviewed operational matters.

9. **Engineer's Report, including approve pay estimates and change orders, approve easements, authorize advertisement for bids and approve recommendation of award and contracts as necessary.**

Bill Manning reviewed the Engineer's Report. Mr. Manning updated the Board on the TxDOT I-45 project meeting. He discussed Wastewater Treatment Plant matters including a dispute on the current design and plant upgrades. He then discussed the temporary fine screen installed on top of an existing bar screen. Mr. Manning stated that the screen is expected to handle 500,000 gallons per day or twice daily flow.

Mr. Bacon asked if there was any comment on dark effluent coming from the plant. Mr. Manning stated that he is investigating possible causes. Mr. Ward stated that he is installing the new screen and then will proceed with the effluent investigation.

Roger Domingue asked if increased flow during the pandemic lockdown was causing issues with the Wastewater Treatment Plant. Mr. Manning said the Wastewater Treatment Plant was handling flow, but he recommended residents refrain from using wipes or other non-flushable items.

The Board asked about other issues including cleaning agents being flushed. Mr. Manning stated that cleaning agents can affect wastewater treatment. Mr. Sharp asked when the new fine screen will be installed. Mr. Manning said it will be installed tomorrow.

Eric Moeller made a motion to approve the Bookkeeper's Report, Operator's Report, and the Engineer's Report.

Roy Menotti seconded the motion.

Motion carried with all in favor.

10. **Attorney's Report, including consider approval of Engagement Letter for Bond Management Compliance Program.**

Michael Bacon presented the ACS Engagement Letter. Mr. Bacon reviewed State and County Orders regarding pandemic restrictions. Eric Moeller made a motion to approve the ACS Engagement Letter.

Roy Menotti seconded the motion.

Motion carried with all in favor.

11. **Public Comments.**

Patricia Cantu asked for more information on the effluent investigation. Shelby Dill requested more notifications on the effluent investigation to residents. Mr. Manning reviewed current District knowledge regarding the effluent and actions related thereto, including a possible line breakage repair. He stated that there were no effluent violations to date. Barbie Miller then inquired as to why the TCEQ had not been notified about the effluent. Mr. Bacon informed her that such a notification is not required.

Bill Spenny stated that effluent was clumpy and smelly, and he offered pictures and video of effluent. Mr. Spenny asked about the timing of TCEQ testing. Mr. Manning said he was happy to receive information and Mr. Bacon encouraged cooperation.

Tony Montalbano asked about the status of his water tap request for his property. He was told by Randy Ward that it would not be done until the pandemic and/or lockdown concludes. Mr. Bacon said that the Operator should be continuing operations like water tap installations on a timely basis, and he asked if the Board had any objections.

Shelby Dill suggested the District set up a Facebook page to send out information. Mr. Matthews said her suggestion will be considered. Bill Spenny further discussed TCEQ reporting in relation to effluent, and Mr. Matthews discussed measures taken regarding effluent.

12. **Other Matters.**

There were no other matters brought before the Board.

13. **Executive Session.**


The Board did not go into Executive Session.

14. **Adjournment.**


A motion was made to adjourn and unanimously carried.

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Respectfully Submitted,
Sharon Ballard



Richard Matthews, President



Roger Domingue, Assistant Secretary/Treasurer