

**MINUTES OF MEETING
OF THE
BOARD OF DIRECTORS**

THE STATE OF TEXAS §
COUNTY OF GALVESTON §
GALVESTON COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 12 §

The Board of Directors of Galveston County Water Control & Improvement District No. 12 (the “District”) met in regular session, open to the public, at its regular meeting place inside the boundaries of the District, on March 16, 2020; whereupon, the roll of the members of the Board of Directors was called, to-wit:

Matthew D. Wiggins	President
Peyton Lumpkin	Vice President
Doug Meisinger	Secretary
Ronald M. Richards	Assistant Secretary
Paul B. Boswell	Director

All members of the Board of Directors were present.

Also present were Chris Richardson, attorney, of Strawn & Richardson, P.C.; Johnny Bellamy of Municipal District Services, LLC; Kandy Pfeffer of ETI Bookkeeping Services; Wallace Trochesset of LJA Engineering; and Rob Steckler of KVFD.

Whereupon, the meeting was called to order and evidence was presented that public notice of the meeting was given in compliance with the law.

1. PUBLIC COMMENTS. Director Meisinger thanked the operator’s office for the repair of a resident’s leak.

Director Wiggins discussed the District’s budget.

2. **BOARD MEMBER ANNOUNCEMENTS.** There were no announcements at this time.

3. **MINUTES.** The Board considered the minutes for the meeting of February 17, 2020. Following discussion, it was moved by Director Richards and seconded by Director Lumpkin that the minutes be approved, which motion passed, 4-0, with Director Wiggins abstaining.

4. **BOOKKEEPER'S REPORT.** Kandy Pfeffer presented the bookkeeper's report, a copy of which is attached as Exhibit "A". She reviewed the use of bond proceeds and other matters in the report. The Board reviewed the checks, investments, budget, and energy usage for the past month.

Following further discussion, it was moved by Director Meisinger and seconded by Director Richards that the bookkeeper's report, and those checks as listed thereon be approved, along with the items discussed, which motion passed, 4-0, with Director Wiggins abstaining.

5. **AMEND BUDGET FOR FISCAL YEAR ENDING DECEMBER 31, 2020.** Ms. Pfeffer presented the amended budget for fiscal year ending December 31, 2020 for approval, a copy of which is attached as Exhibit "B". Ms. Pfeffer explained new revenue, in the amount of \$330,000, was added for the fire truck payments.

Following further discussion, it was moved by Director Richards and seconded by Director Lumpkin that the amended budget for fiscal year ending December 31, 2020, which motion passed, 4-0, with Director Wiggins abstaining.

6. **OPERATOR'S REPORT.** Johnny Bellamy presented the operator's report, a copy of which is attached as Exhibit "C". There were 1,759 customer connections. Water accountability was at 73%. The Wastewater Treatment Plant was compliant and ran at 47.8% of

capacity. Mr. Bellamy reviewed the preventative maintenance schedule and reviewed the repairs.

Mr. Bellamy reported his office is addressing the low water accountability. He explained they have not been able to find any leaks so they will now test the commercial meters. Mr. Bellamy stated they received a proposal for leak testing at \$425 per mile for a total amount of \$12,325.00. He further stated they will seek another bid.

Mr. Bellamy presented the ID Theft information for the annual review. He stated no incidents were reported.

The Board discussed waiving late fees and water terminations during the COVID-19 crisis. Following further discussion, it was moved by Director Wiggins and seconded by Director Meisinger to waive late fees and water terminations, which motion carried unanimously, 5-0.

Mr. Bellamy discussed the agreement with Evoqua concerning odor control at the Wastewater Treatment Plant. The Board discussed and agreed to table this item until the next meeting.

Mr. Bellamy informed the Board the bleach tank has a leak, and it will cost \$4,600 to replace the tank.

Following further discussion, it was moved by Director Meisinger and seconded by Director Richards that the operator's report be approved, along with the items presented, and to approve replacing the bleach tank, which motion carried passed, 4-0, with Director Wiggins abstaining.

7. **ENGINEER'S REPORT.** Wallace Trochesset presented the engineer's report, a copy of which is attached as Exhibit "D". He reported they have one punch list item to complete for the Interruptible Service Well project.

Mr. Trochesset presented for approval Pay Estimate No. 8 from R&B Group, Inc., in the amount of \$94,848.95, for the 0.50 mgd expansion for the Wastewater Treatment Plant.

Mr. Trochesset discussed the Birch Road Utility Bridge project. He reported they received one bid from WadeCon, LLC, in the amount of \$300,950.00. Mr. Trochesset recommended awarding the bid to WadeCon, LLC.

Mr. Trochesset informed the Board the SH 146 Utility Relocation is under design and KDM has submitted the offering amounts based on the appraisals.

Mr. Trochesset reported Zircon Properties is holding a pre-construction meeting on the Force Main and Gravity Line tomorrow. He stated the contractor has begun to mobilize.

Mr. Trochesset informed the Board the Bay Foundation is asking permission to haul their wastewater to the District's Wastewater Treatment Plant until the new gravity line is installed for the 86-acre tract. He explained the Bay Foundation would install a storage tank and pump and haul every week until the gravity line is installed and they are connected.

Mr. Trochesset next discussed requests for capacity. He presented a request from Ronnie Harris for 396 connections for an apartment complex along FM 518. Mr. Trochesset stated Mr. Harris will need an annexation agreement with the District that does not include reimbursement. He added that Mr. Harris will pay a connection fee.

Following further discussion by the Board it was moved by Director Lumpkin and seconded by Director Meisinger that the engineer's report be approved, to approve Pay Estimate No. 8 for the Wastewater Treatment Plant expansion, to award the Birch Road Utility Bridge

project to WadeCon, LLC, and to approve the capacity request from Ronnie Harris, which motion carried passed, 4-0, with Director Wiggins abstaining.

8. KVFD REPORT. Rob Steckler presented the KVFD report for the Board's review, a copy of which is attached as Exhibit "E". He reported they received 42 total calls, 13 fire calls, and 29 first responder calls.

Mr. Steckler reported they are now responding to calls in less than 100 seconds.

Following further discussion, it was moved by Director Lumpkin and seconded by Director Richards that the KVFD report be approved, which motion passed, 4-0, with Director Wiggins abstaining.

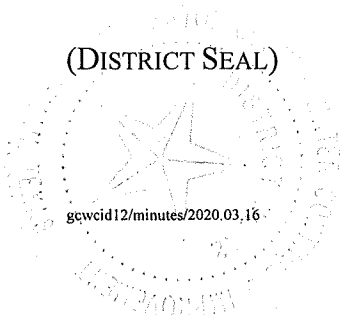
9. TAX ASSESSOR'S REPORT. The tax assessor's report was not presented at this time; no action was taken.

10. FUTURE AGENDA ITEMS. There were no future agenda items requested.

11. ADJOURNMENT. There being no further business, it was moved by Director Richards, seconded by Director Meisinger which motion passed, with Director Wiggins abstaining, that the meeting be adjourned.

PASSED, ADOPTED and APPROVED this 20th day of April, 2020.

(DISTRICT SEAL)




Secretary