

**MINUTES OF THE REGULAR MEETING
GALVESTON COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 1
REGULAR BOARD OF DIRECTORS MEETING**

Monday, March 16, 2020

2320 Falco Street

Dickinson, Texas

5:00 p.m.

The Board of Directors of Galveston County Water Control & Improvement District No. 1 of Galveston County, in Dickinson, Texas, met in a regular session, open to the public, on March 16, 2020, at 2320 Falco Street, Dickinson, Texas, thereof, and the roll was called of the duly constituted officers and members of the board, to wit:

John Mitchiner	President	Present
Shamarion Barber	Vice President	Present
William J. Gaffey	Secretary-Treasurer	Present
Garland Copelin	Director	Present
Jeffrey Spriggins	Director	Present

Also, present were: General Manager Russell Grubbs; Keith Morgan; Aurora Amaro; Darrell Hartwick; Nancy Click and Kim Holle of Galveston County W.C.I.D. No. 1; Efrain Him, PE of HDR, Inc.; Ryan Nokelby, PE of HDR, Inc.; and JoAnn Matthiesen, Partner of Baker Williams Matthiesen LLP.

Guest(s): David Lehmann.

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

The meeting was called to order by President Mitchiner at 5:00 p.m. All said members were in attendance, and a quorum was established by Secretary-Treasurer Gaffey.

PRAYER AND PLEDGE OF ALLEGIANCE

Vice President Barber led those present in the Prayer. Secretary-Treasurer Gaffey led those present in the Pledge of Allegiance and the Pledge to the Texas Flag.

CITIZENS' COMMENTS (Time Limit: 5 minutes per speaker)

Mr. David Lehmann, a customer located at 3802 Texas Avenue, addressed the Board of Directors about the new refuse services through AmeriWaste.

CONSENT AGENDA/APPROVAL OF MINUTES

1. **Discuss and take action on approval of payment of Director 'per diem' request for February, 2020.**

2. Discuss and take action on approval of minutes for the Regular Board Meeting of February 17, 2020.

A motion was made by Vice President Barber and seconded by Director Copelin to approve the consent agenda, payment of Director 'per diem' requests for February, 2020, and minutes of the Regular Board Meeting of February 17, 2020. The motion passed unanimously.

REGULAR AGENDA/OTHER BUSINESS

3. Discuss and take action to approve Petition for Annexation and adopt Board Order Adding Land to the boundaries of the District by petition from Alejandro Melero and Christina Lopez, Lot 3, Block 13, of Moore's Addition to the Town of Dickinson, in Galveston County, Texas, according to the map or plat thereof recorded in Volume 155, Page 10 in the Office of the County Clerk of Galveston County, Texas. (1823 Avenue B, Dickinson, Texas)

A motion was made by Director Copelin and seconded by Vice President Barber to approve Petition for Annexation and adopt Board Order Adding Land to the boundaries of the District by petition from Alejandro Melero and Christina Lopez, Lot 3, Block 13, of Moore's Addition to the Town of Dickinson, in Galveston County, Texas, according to the map or plat thereof recorded in Volume 155, Page 10 in the Office of the County Clerk of Galveston County, Texas. (1823 Avenue B, Dickinson, Texas). The motion passed unanimously.

4. Discuss and take action to award and execute contract for the Deats Road and Longwood Lane Manhole Replacement Project to the lowest responsible bidder, DL Glover, Inc. (Contractor), for a total bid amount of \$109,222.50.

A motion was made by Director Copelin and seconded by Director Spriggins to award and execute contract for the Deats Road and Longwood Lane Manhole Replacement Project to the lowest responsible bidder, DL Glover, Inc. (Contractor), for a total bid amount of \$109,222.50. The motion passed unanimously.

5. Discuss and review Bond Projects Updates; on-going Engineering and Construction Projects.

Mr. Efrain Him, PE of HDR, Inc. updated the Board of Directors concerning the on-going Bond Projects and on-going Engineering and Construction Projects for the month of February. Mr. Him answered the Board of Directors' questions and concerns.

There was no action taken.

6. Discuss and take action to authorize General Manager to negotiate a contract with Living Earth.

There was no action taken.

7. Discuss and take any necessary action on sick leave policy.

There was no action taken.

8. Hear report from legal counsel, Baker Williams Matthiesen LLP.

Ms. Matthiesen, our Legal Counsel, stated that there is a new requirement on Cyber Security Training for staff members and Board members to take. The training will need to be completed by June 14, 2020.

9. Receive Staff Reports for February, 2020

- a. Financial Report
- b. Monthly Tax Report
- c. Travel & Training Expense Statements
 - General Manager Credit Card Detail
 - General Manager Travel & Training Expense Report
 - Board Travel & Training Expense Reports
- d. 2020 Goals and Objectives Monthly Progress Report
 - "Have a Heart Campaign" Report
- e. Citizens' Comments Report
 - Galveston County Health District
- f. Board Update from Previous Meeting
 - General Manager Training
- g. Safety Report
 - Log of Work Related Injuries, Illnesses and Incidents

Chief Financial Officer Aurora Amaro reviewed the Financial Report for the month of February, 2020. Ms. Amaro answered the Board of Directors' questions and concerns.

There was no action taken.

10. Discuss and take action on item(s) from Staff Reports.

There was no action taken.

Convene into Executive Session to discuss personnel matters pursuant to Open Meetings Act Section 551.074 of the Texas Government Code and/or Section 551.071 of the Texas Government Code for consultation with Attorney for pending or contemplated litigation, and/or Section 551.072 of the Texas Government Code for deliberations about real property.

There was no Executive Session.

a. Personnel Matters

Re-convene into Open Session and authorize any necessary action concerning personnel matters and/or pending or contemplated litigation and/or deliberations about real property.

11. Discuss and take action on item(s) from Executive Session.

There was no action taken.

CLOSING COMMENTS/ANNOUNCEMENTS/RECOGNITION

There were no public announcements and/or recognition.

ADJOURNMENT

The meeting adjourned at 5:52 p.m.


Secretary for the Board of Directors