

**MINUTES OF THE REGULAR MEETING  
GALVESTON COUTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 1  
REGULAR BOARD OF DIRECTORS MEETING  
Monday, December 14, 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 December 14, 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           | <b>Present</b> |
| Shamarion Barber  | Vice President      | <b>Present</b> |
| William J. Gaffey | Secretary-Treasurer | <b>Present</b> |
| Garland Copelin   | Director            | <b>Present</b> |
| Jeffrey Spriggins | Director            | <b>Present</b> |

Also, present were: Interim General Manager Ivan Langford; Keith Morgan; Aurora Amaro; Darrell Hartwick; Nancy Click; Ana Urps; John Campbell; and Trina Veasey of Galveston County W.C.I.D. No. 1; Efrain Him, PE of HDR, Inc.; Ryan Nokelby, PE of HDR, Inc.; JoAnn Matthiesen, Partner of Baker Williams Matthiesen LLP; Robert Lee of Olson & Olson, LLP; and Ryan Bledsaw of Hudson, Kurth and Andrews, LLP.

Guest(s): Caleb Burson and Jennifer Smith of Accurate Meter & Supply.

**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. Director Copelin led those present in the Pledge of Allegiance and the Pledge to the Texas Flag.

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

There was no action taken.

**CONSENT AGENDA/APPROVAL OF MINUTES**

1. **Discuss and take action on approval of payment of Directors' "Per Diem" requests for November, 2020.**

2. **Discuss and take action on approval of minutes for the Regular Board Meeting of November 16, 2020.**
3. **Discuss and take action to approve Sustanite Support Services, LLC (Contractor) Pay Application No. 1 for the 26<sup>th</sup> Street, 27<sup>th</sup> Street and Owens Drive Lift Stations Replacement Project for a total amount of \$141,328.54.**

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 November, 2020 and minutes of the Regular Board Meeting of November 16, 2020, and to approve Sustanite Support Services, LLC (Contractor) Pay Application No. 1 for the 26<sup>th</sup> Street, 27<sup>th</sup> Street and Owens Drive Lift Stations Replacement Project for a total amount of \$141,328.54. The motion passed unanimously.

### **REGULAR AGENDA/OTHER BUSINESS**

**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.**

The Board convened into Executive Session at 5:04 p.m.

- a. **Discuss pending litigation regarding Russell Grubbs' termination.**

**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.**

The Board re-convened into Open Session at 5:28 p.m.

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

There was no action taken.

4. **Discuss and review presentation of E-Series Badger Meters and Customer Experience.**

A presentation of E-Series Badger Meters and Customer Experience was presented by Caleb Burson and Jennifer Smith of Accurate Meter & Supply.

5. **Discuss and consider approval of establishing a Solid Waste Fund within the District's General Fund.**

A motion was made by Vice President Barber and seconded by Director Copelin to approve establishing a Solid Waste Fund within the District's General Fund. The motion passed unanimously.

6. **Discuss and take action to approve HDR Engineering, Inc. Task Order No. 4 – WWTP Conditions Assessment and Operational Review. (Referencing Resolution No. 2020-15).**

A motion was made by Vice President Barber and seconded by Director Spriggins to approve HDR Engineering, Inc. Task Order No. 4 – WWTP Conditions Assessment and Operational Review. (Referencing Resolution No. 2020-15). The motion passed unanimously.

7. **Discuss and take action to approve HDR Engineering, Inc. Task Order No. 5 – District Boundary Signage. (Referencing Resolution No. 2020-15).**

A motion was made by Director Copelin and seconded by Secretary-Treasurer Gaffey to approve HDR Engineering, Inc. Task Order No. 5 – District Boundary Signage for a price not to exceed \$7,500 per year. (Referencing Resolution No. 2020-15). The motion passed unanimously.

8. **Discuss and take action to approve HDR Engineering, Inc. Task Order No. 6 – Extended Period Simulation (EPS) Water Model Update of the District's water supply and distribution system. (Referencing Resolution No. 2020-15).**

Vice President Barber left the Board meeting at 6:13 p.m.

A motion was made by Secretary-Treasurer Gaffey and seconded by Director Copelin to approve HDR Engineering, Inc. Task Order No. 6 – Extended Period Simulation (EPS) Water Model Update of the District's water supply and distribution system. (Referencing Resolution No. 2020-15). The motion passed unanimously.

9. **Discuss and take action to approve:**

- a. Resolution No. 2020-22, Resolution of the Board of Directors of Galveston County Water Control and Improvement District No. 1 Expressing Intent to Finance Expenditures to be incurred.
- b. Task Order No. 7 - Lobit Tank Rehabilitation
- c. Task Order No. 8 - 26<sup>th</sup> Street Lift Station Force Main Replacement

A motion was made by Secretary-Treasurer Gaffey and seconded by Director Copelin to approve Resolution No. 2020-22, Resolution of the Board of Directors of Galveston County Water Control and Improvement District No. 1 Expressing Intent to Finance Expenditures to be incurred, Task Order No. 7 - Lobit Tank Rehabilitation and Task Order No. 8 - 26<sup>th</sup> Street Lift Station Force Main Replacement. The motion passed unanimously.

**10. Discuss and take action to approve Annual Meetings and Event Calendar for FY2021.**

A motion was made by Secretary-Treasurer Gaffey and seconded by Director Copelin to approve the Annual Meetings and Event Calendar for FY2021. The motion passed unanimously.

**11. Discuss and take action to approve award of Bid #2021-001 Contract for Mowing Services with Longclaw Contractors, LLC for a price not to exceed \$22,541 per year and authorize the General Manager to execute the necessary contract documents.**

A motion was made by Director Copelin and seconded by Director Spriggins to approve award of Bid #2021-001 Contract for Mowing Services with Longclaw Contractors, LLC for a price not to exceed \$23,000 per year and authorize the General Manager to execute the necessary contract documents. The motion passed unanimously.

**12. Discuss and take action to approve award of Bid #2021-002 Contract for Municipal Sludge Disposal with Wastewater Transport Services for a price not to exceed \$235,560 per year and authorize the General Manager to execute the necessary contract documents.**

A motion was made by Director Copelin and seconded by Director Spriggins to approve award of Bid #2021-002 Contract for Municipal Sludge Disposal with Wastewater Transport Services for a price not to exceed \$235,560 per year and authorize the General Manager to execute the necessary contract documents. The motion passed unanimously.

**13. 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 November. Mr. Him answered the Board of Directors' questions and concerns.

There was no action taken.

**14. Hear report from legal counsel, Baker Williams Matthiesen LLP.**

Ms. JoAnn Matthiesen, our Legal Counsel, reported on the Frost Construction status on the Falco building.

**15. Receive Monthly Reports**

a. Financial Report

- b. Tax Report
- c. Travel & Training Expense Statements
  - Board Travel & Training Expense Reports
- d. Galveston County Health District - Citizens' Comments Report
- e. Utility Plants Update Discharge Monitor Report (DMR)
- f. Staff Reports
  - Field Operations Report
  - Human Resources Report
  - Safety Report
  - Water & Wastewater Operator's Report
  - General Manager's Report

Chief Financial Officer Aurora Amaro reported that she did not have a Financial Report for the month of November, 2020.

There was no action taken.

**16. Discuss and take action on item(s) from Staff Reports, if necessary.**

Vice President Barber returned to the Board meeting at 7:00 p.m.

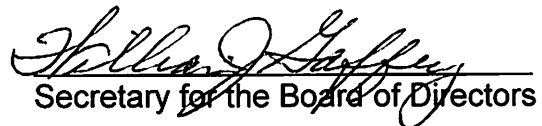
There was no action taken.

**CLOSING COMMENTS/ANNOUNCEMENTS/RECOGNITION**

There were no public announcements and/or recognition.

**ADJOURNMENT**

The meeting adjourned at 7:20 p.m.

  
Secretary for the Board of Directors