

**MINUTES OF THE REGULAR MEETING  
GALVESTON COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 1  
REGULAR BOARD OF DIRECTORS MEETING  
Monday, July 19, 2021  
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 July 19, 2021, 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: General Manager Ivan Langford; Keith Morgan; Aurora Amaro; Nancy Click; John Campbell; and Ana Urps of Galveston County W.C.I.D. No. 1; David Dunn, PE of HDR, Inc.; Efrain Him, PE of HDR, Inc.; Ryan Nokelby, PE of HDR, Inc.; Dick Pursley of HDR, Inc.; and Scott Bounds, Attorney of Olson & Olson LLP.

Guest(s): None.

**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**

Human Resources Nancy Click 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 director 'per diem' request for June, 2021.**

2. Discuss and take action on approval of minutes for the Regular Board Meeting of June 21, 2021.
3. Discuss and take action to approve Sustanite Support Services, LLC (Contractor) Pay Application No. 7 for the 26th Street, 27th Street and Owens Drive Lift Stations Replacement Project for a total amount of \$103,653.59.
4. Discuss and take action on revised Policy on Employee Assignments and Responsibilities applicable to Disaster Declaration.
5. Consider and take action on an Amendment to Article IX of the District's Purchasing Policy.
6. Discuss and take action to adopt Resolution No. 2021-04 Authorizing Fiscal Year 2022 Water Pollution Control and Abatement Contract with the Galveston County Health District, Office of Environmental Health Programs in the amount of \$13,028.00.
7. Discuss and take action to approve revised Administrative Policy on Adjustments to Water and Wastewater Fees.
8. Discuss and take action on First Amendment to Interlocal Agreement with the City of Dickinson for water line replacements on 34th, 38th, and Texas Avenue.

A motion was made by Director Copelin and seconded by Vice President Barber to approve the consent agenda, payment of Director 'per diem' requests for June, 2021 and minutes of the Regular Board Meeting of June 21, 2021, and to approve Pay Application No. 7 for the 26<sup>th</sup> Street, 27<sup>th</sup> Street, and Owens Drive Lift Stations Replacement Project for a total amount of \$103,653.59. The motion passed unanimously.

Secretary-Treasurer Gaffey pulled agenda item #7 for discussion. Secretary-Gaffey asked questions concerning this revised Administrative Policy on Adjustments to Water and Wastewater Fees. General Manager Langford answered all of his concerns.

A motion was made by Director Copelin and seconded by Vice President Barber to approve the revised Administrative Policy on Adjustments to Water and Wastewater Fees (agenda item #7). The motion passed unanimously.

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

9. Presentation from David Dunn, PE, with HOR Engineering on results of the following tasks:
  - a. Water Demands Update

**b. Water Conservation Plan Update**

Mr. David Dunn, PE of HDR Engineering, made a presentation on the District's water demands and our Water Conservation Plan. Director Copelin asked questions, and General Manager Langford answered all of his concerns. Water wells were discussed.

There was no action taken.

**10. Discuss and take action to Award and Execute Contract for the Lobit Water Plant Storage Tanks Rehabilitation Project to the lowest responsive bidder, Tankez Coatings, Inc. (Contractor), for a total bid amount of \$643,500.00.**

Mr. Ryan Nokelby, PE of HDR, Inc., discussed the award of contract for the Lobit Water Plant Storage Tanks Rehabilitation Project. There were 12 bids submitted.

A motion was made by Director Copelin and seconded by Director Spriggins to award and execute the contract for the Lobit Water Plant Storage Tanks Rehabilitation Project to the lowest responsive bidder, Tankez Coatings, Inc. (Contractor), for a total bid amount of \$643,500.00. The motion passed unanimously.

**11. Discuss and take action on Ordinance No. 2021-02 adopting an Ordinance of the Galveston County Water Control and Improvement District No. 1 amending the rules and regulations related to damage to District facilities providing a penalty for damage to District facilities; and providing for publication and other related matters.**

A motion was made by Vice President Barber and seconded by Director Spriggins on Ordinance No. 2021-02 adopting an Ordinance of the Galveston County Water Control and Improvement District No. 1 amending the rules and regulations related to damage to District facilities providing a penalty for damage to District facilities; and providing for publication and other related matters. The motion passed unanimously.

**12. Discuss and take action to adopt Ordinance 2021-01 approving the 2021 Water Conservation and Drought Contingency Plan for Galveston County Water Control and Improvement District No. 1.**

A motion was made by Secretary-Treasurer Gaffey and seconded by Vice President Barber to adopt Ordinance 2021-01 approving the 2021 Water Conservation and Drought Contingency Plan for Galveston County Water Control and Improvement District No. 1. The motion passed unanimously.

**13. Discuss and take action to approve Resolution 2021-05 Authorizing and Interlocal Agreement between Harris-Galveston Subsidence District and the**

**Galveston County Water Control and Improvement District No. 1 providing for water conservation goals, guidelines and plans for the project, 'Be a Water Detective - Learning to be Water Wise'.**

A motion was made by Vice President Barber and seconded by Director Spriggins to approve Resolution 2021-05 Authorizing an Interlocal Agreement between Harris-Galveston Subsidence District and the Galveston County Water Control and Improvement District No. 1 providing for water conservation goals, guidelines and plans for the project, 'Be a Water Detective - Learning to be Water Wise'. The motion passed unanimously.

**14. Discuss and take action on Ordinance No. 2021-03 adopting an Ordinance of the Galveston County Water Control and Improvement District No. 1 amending its rates and fees for water taps and sewer taps.**

A motion was made by Secretary-Treasurer Gaffey and seconded by Vice President Barber on Ordinance No. 2021-03 adopting an Ordinance of the Galveston County Water Control and Improvement District No. 1 amending its rates and fees for water taps and sewer taps. The motion passed unanimously.

**15. Discuss and take action on approval of a letter of Engagement with the law firm of Lloyd, Gosselink, Rochelle, and Townsend, P.C.**

A motion was made by Vice President Barber and seconded by Director Spriggins to approve a letter of Engagement with the law firm of Lloyd, Gosselink, Rochelle, and Townsend, P.C. The motion passed unanimously.

**16. Discuss and take action to set a date and time for Budget Workshop.**

A motion was made by Secretary-Treasurer Gaffey and seconded by Director Copelin to set a date and time for a Budget Workshop on Monday, August 16, 2021, at 5:00 p.m. The motion passed unanimously.

**17. Discussion on replacement of cast iron and AC water line pipe program with construction crew.**

General Manager Langford discussed the replacement of cast iron and AC water line pipe program with construction crew.

There was no action taken.

**18. Discussion on cost-of-living adjustments (COLA) to employees who have retired from the District.**

Agenda item #18 was deferred until the August 16, 2021 Regular Board Meeting.

There was no action taken.

**19. Discussion on cyber liability, general liability, and property insurance claims and premiums.**

General Manager Langford discussed cyber liability, general liability, and property insurance claims and premiums.

There was no action taken.

**20. 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 June. Mr. Him answered the Board of Directors' questions and concerns.

There was no action taken.

**21. Hear reports from legal counsel - Olson & Olson LLP.**

Mr. Scott Bounds, our Legal Counsel, reported that he has no legal report this month.

There was no action taken.

**22. Report on update to Texas Open Meetings Act requirements related to video and telephone meter access.**

Mr. Scott Bounds, our Legal Counsel, updated the Board of Directors to the Texas Open Meetings Act requirements related to video and telephone meter access. Effective September 01, 2021, virtual meetings for Board members will expire.

**23. Discuss legislation from 87th state legislative session impacting Galveston County Water Control and Improvement District No. 1.**

Mr. Scott Bounds, our Legal Counsel, updated the Board of Directors on the legislation from the 87<sup>th</sup> state legislative session impacting Galveston County Water Control and Improvement District No. 1. Updated the standard buildings to the 2012 building codes. See list on agenda of Senate bills and House bills.

**24. Receive Monthly Reports & Investment Report**

- a. Financial Report
- b. Monthly Tax Report
- c. Travel & Training Expense Statements
- d. Galveston County Health District - Citizens' Comments Reports

- e. Utility Plants Update Discharge Monitor Report (DMR)/Monthly Water Operating Report.  
Staff Reports
- Human Resources Report
  - Safety Report
  - Field Operations Report
  - Water & Wastewater Operator's Report
  - Utility Plants Update Discharge Monitor Report (DMR)/Monthly Water Operating Report

Chief Financial Officer Aurora Amaro reviewed the Financial Report for the month of June, 2021. Ms. Amaro answered the Board of Directors' questions and concerns. There was no action taken.

Secretary-Treasurer Gaffey pointed out that Page 21 and other pages of the Financial Report for the month of June, 2021 were not correct. He stated that the formulas are incorrect.

Department Heads reviewed and discussed their monthly reports. There was no action taken.

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

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.**

**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.**

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

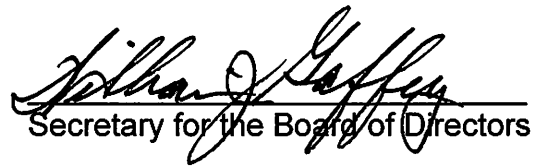
There was no action taken.

**CLOSING COMMENTS/ANNOUNCEMENTS/RECOGNITION**

There were no public announcements and/or recognition.

**ADJOURNMENT**

The meeting adjourned at 7:42 p.m.

  
Secretary for the Board of Directors