
MINUTES
of the December 13, 2018
Regular Board of Directors Meeting

Directors Present:	Dixon McNair, President; Seth Gunn, Vice President; James Benes, Treasurer; Chester Johnson, Director
Directors Absent:	Bobby Gilmore, Secretary
Others Present:	Lori Steffek, Office Manager; Bradley Loehr, Engineer; Mary Lou McNair, Resident

The meeting was called to order by Mr. Dixon McNair, President, at 4:00 p.m. on December 13, 2018, at the Fayette County WCID - Monument Hill District Office located at 100 Country Club Drive in La Grange, Texas.

The Minutes from the November 8, 2018 regular Board of Directors meeting were presented for approval.

Mr. Chester Johnson made a motion, seconded by Mr. James Benes, to approve the Minutes of the November 8, 2018 regular Board of Directors meeting as presented. The motion passed unanimously with four Directors being present and voting.

Mr. Benes reviewed the November 2018 Operating Fund Treasurer's Report with the Board. Available beginning of the month balance was \$184,550.06. Total cash receipts for the month were \$30,818.66. Total expenses for the month of November were \$26,427.68, leaving the District with a total combined end of the month operating fund bank balance of \$188,941.04. Mr. Benes reviewed Operating Fund November 2018 disbursements pending approval for a total of \$31,099.22. Mr. Chester Johnson made a motion, seconded by Mr. Seth Gunn, to approve the November 2018 Operating Fund Treasurer's Report, and to pay the Operating Fund disbursements as presented for a total of \$31,099.22. The motion passed unanimously with four Directors being present and voting.

Mr. Benes reviewed the November 2018 Construction Fund Report with the Board. The beginning of the month combined balance was \$520,712.63. Total interest earned was \$896.96. Total expenses for the month were \$2,95.00. The combined end of the month balance was \$. Mr. Benes reviewed the pending Construction Fund disbursements for \$3,387.50. Disbursements include payment to BEFCO Engineering for engineering on the Sanitary Sewer and Evaluation Study (\$1577.50); and payment to Macaulay Controls for the purchase of (2) transmitters for the Antx Scout system that will relay the ground storage tank level and the pressure level at water plant 1 (\$1,810.00). Mr. Chester Johnson made a motion, seconded by Mr. Seth Gunn, to approve the November 2018 Construction Fund Treasurer's Report and to approve the pending disbursements in the amount of \$3,387.50. The motion passed unanimously with four Directors being present and voting.

Mr. Benes reviewed the November 2018 Debt Service Fund Report with the Board. The beginning of the month balance was \$87,099.46. The District received \$32.96 in interest income during the month and \$4,742.17 in property tax revenue and penalties. The debt service fund end of the month balance was \$91,924.95. Mr. Chester Johnson made a motion, seconded by Mr. Seth Gunn, to approve the November 2018 Debt Service Fund Report as presented with no pending disbursements to be approved. The motion passed unanimously with four Directors being present and voting.

Mr. Dixon McNair, in his President's Report, reviewed the following:

1. Needed District Road Repair is needed at 210 and 305 Rolling Hill Drive and on Oak Bend Dr at Buckeye Trail. Mr. McNair met with Mr. James Farek, with J & P Paving out of Flatonia, and was quoted a cost of \$900 per location, for a total of \$2,700. Mr. Farek will be given permission to proceed with the repairs.
2. River Drive will be repaired by the County over the next month, per Mr. Harvey Berckenhoff, the County Commissioner.
3. There are currently (6) fire hydrants needing repair within the District. Having been unable to locate a company or individual who repairs fire hydrants, Deen's Construction was contacted to obtain a cost estimate to replace the six hydrants. Labor would cost approximately \$1,500 - \$2,000 per hydrant. New hydrants cost approximately \$1,700 - \$2,000 each. The Board discussed purchasing all six hydrants and having Deen's Construction replace the hydrants one every month over the course of six, or so, months.
4. The River Lift Station pumps ran continuously for more than 24 hours after the heavy rains experienced on December 7th, reflecting serious amounts of inflow and infiltration.
5. The easement to the View Lift Station is in need of an all weather road. Recently repairs have been needed there and Electric Motor Service was unable to get their truck to the lift station for more than two weeks due to the saturated ground.

Mrs. Steffek reported the following during the Operations Report:

1. Water Meter Replacement – Secure Vision of America has been notified that the District wants to order, and have installed, another (30) meters sometime in December or early January.
2. TCEQ –
 - a. TTHMs –
 - i. Received Notice of Violation from TCEQ for 3Q2018 TCEQ TTHM LRAA (locational running annual average). A public notice is required and will be distributed with the December water bills at the end of the month.
 - ii. 4Q2018 TTHM samples were obtained on November 26th and results have not yet been received.
 - iii. Water Equipment & Treatment Services (WETS) is waiting on lab results for the most recent round of samples they collected on November 2nd. Previous sample results indicated unbelievable results, so a second set of samples were collected.
 - b. Well #4 Certification –
 - i. The required chemical raw water samples from water plant 1 are scheduled to be obtained by TCEQ's contractor in the 1Q2019. These samples will determine whether the District needs to alert its water treatment process.
 - ii. Twenty lead and copper samples will need to be obtained from property owners within the District twice during 2019. Mrs. Steffek is currently working on identifying additional sample sites before proceeding with the sampling.
 - iii. The District is required to test for Water Quality Parameters (WQP) multiple times during 2019 before the water well can be fully certified. The WQPs will need to be obtained by a contractor who is "approved to take field measurements for water quality parameters". Mrs. Steffek is working on identifying such a contractor and obtaining pricing information.
3. Water Plant #1 / Well #4 / Well #3 –
 - a. Zapata Electric should be out the week of December 17th to complete the installation of the 4-20 mA pulsing modules.
 - b. Parts were ordered, to be installed by Macaulay Controls, to relay the ground storage tank level and pressure at water plant 1 via the Antx Scout Alarm system. Those parts were received on Dec 10th and the installer, Mr. Glenn Goode, was notified of their arrival. No feedback, yet, on when they will be installed.

In his Engineer's Report, Mr. Bradley Loehr addressed the following:

1. Sewer System Improvements - The bid package was sent to Buy Board the week of December 6th.
2. Water Plant 1 & 2 ground storage tank and pressure tank inspections – interior coatings are in fair condition but will require re-coating within a 3-5 year time frame. The Board can expect to spend \$75,000 - \$100,000 on a quality power coating that will last approximately 25 years or \$150,000 on a new storage tank. If power coating, it's most cost effective to do both tanks at the same time and can take anywhere from 2-4 months.

Replacing the tanks would take about 45 days. Either option will require the District to switch to Fayette Water Supply's water for the duration of the project, which is an additional cost.

3. Bluff Manor Apartments Expansion – the project drawings were reviewed, and it appears they plan to add 24 units (15 on the west/northwest side of the complex and 9 units along Spur 92. It's unknown whether the District's 6" water main is under the existing complex as it continues from Richard Rd to Spur 92. There is a good chance that the 9 units will be on top of the line. According to the drawings, there is an "island" on the west/northwest side of the complex where a water meter and electric towers will be located. This is a bad location for the meter since there's a high probability that it will be driven over, causing damage to the meter. Mr. Loehr reported he had emailed the builder asking for clarification on fire hydrant spacing and what their water volume needs will be. Mrs. Steffek was asked to research deed records to determine if the District still has an easement that runs through the center of the complex's property. If so, it's highly likely that the water line is under the complex.

Mr. Loehr reviewed with the Board the Well #3 Pilot Study report as prepared by Mr. Charles Orelup of Water Equipment & Treatment Services. This report was the subject of the meeting that took place the morning of December 13th at the office with Mr. McNair, Mr. Benes, Mr. Kruppa, Mr. Loehr, Mrs. Steffek and Mr. Orelup all in attendance. During the meeting, Mr. Orelup explained that they had taken a total of 3 rounds of water samples, to two different labs since the data in the first round of samples was not representative of what they were observing in the field. A copy of Mr. Orelup's report will be attached to the Minutes as a permanent record given the detailed information contained within it.

Well #3 has the following problems: bacteria infestation, high TTHM precursors, High total dissolved solids (TDS of 665) and high chlorination consumption at 40 mg/L per day. Mr. Orelup requested permission to continue the pilot study in the following five steps:

1. Pressure aerate the water to change the anaerobic environment to aerobic and strip off methane (CH₄), Haloacetic Acids (HAAC), and Hydrogen Sulfide (H₂S)
2. Flocculate and filter water using different flocculants
3. Pre-chlorinate, aerate, and then post-chlorinate water at Water Plant #1
4. Possibly convert filter to biological filter to eliminate sulfur reducing bacteria (SRB) and promote sulfur oxidizing bacteria (SOB) and then eliminate iron related bacteria (IRB) and promote iron oxidizing bacteria (IOB)
5. Re-circulation of ground storage tank water through aerator twice

The estimated cost of continuing the pilot study will be approximately \$5,000. The timeframe for continuing the second phase would be 1Q2019 with a report to the Board sometime early spring 2019. Mr. Kruppa suggested during the meeting that the Board should also consider conducting a chlorine "burn" of the District's entire water line distribution system in order to strip off any bacteriological matter that could be lining the water lines.

Mr. Loehr concluded that the District has gone this far in seeking answers to why Well #3's water has such elevated TTHM precursors and it would be wise to finish the pilot study by working through the five steps noted above, in order to have the data in the future.

Mr. Chester Johnson made a motion, seconded by Mr. Seth Gunn, to continue the pilot study as suggested by Mr. Orelup and Mr. Loehr. The motion passed unanimously with four directors being present and voting.

Mrs. Steffek presented to the Board the 2018 updated District Information Filing for their approval. She explained that this was a housekeeping item and should be done annually. The report is filed with the County Clerk and contains a Notice to Purchaser informing any property owners of the current property tax rate, which normally changes annually. Mr. Chester Johnson made a motion, seconded by Mr. James Benes, to approve the updated 2018 District Information Filing to be filed with the County Clerk's office. The motion passed unanimously with four directors being present and voting.

Mrs. Steffek discussed with the Board whether they wished to disconnect the phone lines currently located at Water Plant #1 & #2 since the line of sight radio communication system and Antx Scout system were now both fully functional and the phone lines were no longer needed. The cost per phone line is \$38.74 per month. After a brief discussion, Mr. Chester Johnson made a motion, seconded by Mr. James Benes, to have the phone lines at both water plants disconnected as soon as possible. The motion passed unanimously with four directors being present and voting.

Mrs. Steffek reported that Mr. Jeff Zapata, with Zapata Electric, has requested that he be paid for all work completed to date (since the original scope of work had been fulfilled) and was asking for an additional \$650 for the installation of the 4-20 mA pulsing modules since this work was above and beyond what was originally part of the project. Over the course of the last six months, Mr. Zapata has made more than 5 trips to the District in order to complete his work and was met with one obstacle after another that was outside of his responsibility. Mr. Loehr reported that he considered Mr. Zapata's request to be reasonable and fair. Mr. Loehr also suggested that Elster Meter be contacted and informed that if any additional parts are required, they will be billed for Mr. Zapata's additional time, since it has primarily been issues with Elster and its products that have created the many unproductive trips for Mr. Zapata.

Mr. James Benes made a motion, seconded by Mr. Chester Johnson, to pay Zapata Electric for all work completed to date and to approve the additional \$650 module installation charge. The motion passed unanimously with four directors being present and voting.

Items were identified and placed on the agenda for the next regular Board of Directors on Thursday, January 10, 2019 at 4 p.m. at the District offices, located at 100 Country Club Drive, La Grange, Texas.

There being no further business to come before the Board, Mr. James Benes made a motion, seconded by Mr. Chester Johnson, to adjourn the meeting. The motion passed unanimously with four Directors being present and voting.

The meeting was adjourned at 5:00 p.m.

Mr. Bobby Gilmore
Secretary

Mr. Dixon McNair
President