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

Directors Present: Dixon McNair, President; Seth Gunn, Vice President; Bobby Gilmore, Secretary; James Benes, Treasurer; Chester Johnson, Director

Directors Absent:

Others Present: Bradley Loehr, Engineer; Lori Steffek, Office Manager

The meeting was called to order by Mr. Dixon McNair, President, at 4:03 p.m. on September 13, 2018, at the Fayette County WCID - Monument Hill District Office located at 100 Country Club Drive in La Grange, Texas.

Due to Mr. Bradley Loehr needing to leave the meeting early, he presented his Engineer's Report first. The following items were reviewed and discussed:

1. Well #4 & Holly Water Wells – The water level airline is now working and the loose fence has been tightened. Those repairs were made on September 11, 2018.
2. Zapata Electric – Mr. Zapata came to finish his work (installing the displays) on Sept. 10th, however, due to Holly Water Wells being on site and Well #4 not being operational, he was unable to complete the job. He was asked by Mrs. Steffek to reschedule for the week of Sept. 24th due to other work being done at Water Plant 1 (WETS conducting their pilot study and TTHM sampling that was scheduled for Sept. 21th).
3. Sanitary Sewer & Evaluation Study – Mr. Loehr recommended the board use a new competitive online procurement/bidding tool called “Buy Board” where a bid package profile is created online, submitted and and project cost estimations can be obtained, all free of charge. The District would be able to use its specifications on how a project is to be done with no advertisements needed and less engineering being needed. The Board agreed that it was a good idea. Mr. Loehr will work on creating a bid package profile and submitting it to the Buy Board.

Agenda Item 9 “Consider and take appropriate action on matters elated to the Series 2017 Bond Projects and all other associated projects, Mr. Loehr reported that the District received a cost estimate from Deen's Construction for replacing the 2” portion of water line on Valley View Drive (From McNair's to Hill's) with a 6” looped line. The estimate was \$66,500. Mr. Loehr stated that the Board should solicit at least two more bids before making a decision.

Mr. Loehr left the meeting at 4:13 p.m.

The Minutes from the August 9, 2018 regular Board of Directors meeting were presented for approval.

Mr. James Benes made a motion, seconded by Mr. Bobby Gilmore, to approve the Minutes of the August 9, 2018 regular Board of Directors meeting as presented. The motion passed unanimously with all Directors being present and voting.

Mr. Benes reviewed the August 2018 Operating Fund Treasurer's Report with the Board. Available beginning of the month balance was \$169,216.63. Total cash receipts for the month were \$33,277.28. Total expenses for the month of August were \$26,201.94, leaving the District with a total combined end of the month operating fund bank balance of \$176,291.97.

Mr. Benes reviewed Operating Fund disbursements pending approval for a total of \$31,252.41. One extraordinary expense for August was the purchase and installation of (25) new Kamstrup meters as part of the meter replacement / change-out program to be conducted over the next two years.

Mr. Chester Johnson made a motion, seconded by Mr. Seth Gunn, to approve the August 2018 Operating Fund Treasurer's Report, and to pay the Operating Fund disbursements as presented for a total of \$31,252.41. The motion passed unanimously with all Directors being present and voting.

Mr. Benes reviewed the August 2018 Construction Fund Report with the Board. The beginning of the month combined balance was \$580,105.82. Total interest earned was \$917.87. Total bond related capital improvements for the month amounted to \$29,650.68. The combined end of the month balance was \$551,373.01.

Mr. Benes reviewed the pending Construction Fund disbursements for \$10,442.47. Disbursements include payment to BEFCO Engineering for engineering on the alarming system (\$100.00) and on the Sanitary Sewer and Evaluation Study (\$3,878.75); payment to Van Stacy for repairs made to the Janeck's sprinkler system that was damaged during the rehab of the manhole located in their front yard (\$231.85) and payment of Zapata Electric's pay request #2 (\$6,231.87).

Mr. Chester Johnson made a motion, seconded by Mr. Bobby Gilmore, to approve the August 2018 Construction Fund Treasurer's Report and to pay the Construction Fund disbursements as presented for a total of \$10,442.47. The motion passed unanimously with all Directors being present and voting.

Mr. Benes reviewed the August 2018 Debt Service Fund Report with the Board. The beginning of the month balance was \$103,672.45. The District received \$39.65 in interest income during the month and \$838.08 in property tax revenue and penalties. A debt service payment was made during the month in the amount of \$24,093.75. The debt service fund end of the month balance was \$80,456.43.

Mr. Chester Johnson made a motion, seconded by Mr. Bobby Gilmore, to approve the August 2018 Debt Service Fund Report as presented and to approve the debt service payment. The motion passed unanimously with all Directors being present and voting.

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

1. Sanitary Sewer:
 - a. 204 Rolling Hill (Janecka) – Mr. Janecka has notified the District that they want their yard sodded now due to the dirt washing as a result of recent rains. Mrs. Steffek reported that she had requested an estimate from Colter Zoch, of Tatonka Trees, and he had responded with a cost of \$1,360. She was instructed to have the Janecka's yard sodded as soon as could be arranged with Mr. Zoch.
2. Monument Hill Nursing Center –
 - a. Notification was received on September 10th that Genesis HealthCare will no longer be operating MHNC as of October 1st and that "Services currently being provided will not transfer to the new operator. To negotiate a new agreement and potentially continue services after the transfer date, please contact the new operator."
 - b. The District will need to notify new Operators, Regency IHS of La Grange LLC, of our policy regarding rags and billing MHNC for rag related sewer blockages.

Mrs. Steffek reported the following during the Operations Report:

1. Water Meter Replacement – (26) existing Sensus meters were replaced with Kamstrup meters on August 30th / September 4th.
2. TTHMs –
 - i. Inframark submitted our required Operational Evaluation Report to TCEQ on August 9th.

- ii. Independent TTHM samples were taken on August 14th, from Well #4's water, and the results were excellent: 40-45 mg/L before flushing and 31-34 mg/L after flushing.
 - iii. 3Q2018 TCEQ TTHM samples are scheduled for September 21st.
 - iv. Water Equipment & Treatment Services (WETS) began their pilot study on Well #3, on September 11th, since Well #4 was off-line and Holly Water Wells was working on Well #4 at the time of their arrival.
- 3. Water Plant #1 –
 - a. Trees blocking access to the gates leading to Well #4 were removed by Colter Zoch in mid-August due to Hess Landscapes failure to do so in a timely fashion.
 - b. Electric Motor Service will be making modifications to the chlorine room's ventilation in order to be in compliance with Chapter 290.42(e)(4)(C) which states how forced air should be drawn in and discharged.
 - c. Installation of the Aquavox Scout Alarm System was begun on September 7th and is still in progress, District wide.
- 4. Water Well #4 –
 - a. After WETS has completed their pilot study Well #4 will no longer be throttled back to 300 gpm. Plans are to return the well to full pumping capacity.
- 5. Water Plant #2 –
 - a. Colter Zoch removed all the excess brush next to the driveway at WP2, making access to and from the plant much safer, not to mention it looks wonderful.
- 6. River Lift Station –
 - a. a small leak in the 6" main feeding the service line to the water meter at the lift station was repaired by Deen's Construction.
 - b. Electric Motor Service was called out for Pump #2 not working
- 7. Johnson Lift Station –
 - a. Electric Motor Service was called for Pump #2 not working. Rags were removed.
- 8. Director's Election November 6, 2018 –
 - a. No applications for a place on the general election ballot, and no declaration of write in candidacy, were received, before their respective deadlines, from anyone other than the three Directors currently sitting on the Board, therefore the Board can elect to cancel the election. This will be considered later in the meeting
- 9. Past Due Accounts –
 - a. One severely past due account is still making timely payments in order to get caught up.

Mr. McNair presented the "Order Levying Ad Valorem Taxes for 2018" for consideration and adoption, at the previously board approved tax rate of .2600 per \$100 of valuation. The tax rate is broken down into two parts: maintenance / operations and debt service. The portion of the .2600 tax rate that would fund maintenance / operations would be 0.1000 and the portion of the tax rate that would fund debt service would be 0.1600. The tax rate remains unchanged from 2017.

Mr. Chester Johnson made a motion, seconded by Mr. Seth Gunn, to adopt the 2018 tax rate of .2600 per \$100 of valuation. The motion passed unanimously all Directors being present and voting. The "Order Levying Ad Valorem Taxes for 2018" was signed and executed. Mrs. Steffek was asked to send all the appropriate documentation to Mr. Richard Moring, Chief Appraiser, with the Fayette County Appraisal District, by September 15, 2018.

Mr. McNair reviewed with the Board that the District has three directors whose terms are expiring in November 2018. All three current directors are seeking re-election and submitted their Applications for a Place on the November 6, 2018 General Election Ballot by the August 20, 2018, 5 p.m., filing deadline. No other Applications for a Place on the Ballot were received. In addition, no declarations of write-in candidacy were received by the August 24, 2018, 5 p.m., filing deadline.

Mr. Bobby Gilmore, as Secretary of the Fayette County WCID-Monument Hill Board of Directors, and as the authority responsible for having the official ballot prepared, presented to Mr. Dixon McNair the signed “Certification of Unopposed Candidates” certifying that the following candidates are unopposed for election to office of Director, for the election scheduled to be held on November 6, 2018:

<u>OFFICE</u>	<u>CANDIDATE</u>
Director	Bobby Gilmore
Director	Seth Gunn
Director	Chester Johnson

Mr. James Benes made a motion, seconded by Mr. Chester Johnson, to accept the “Certificate of Unopposed Candidates” as prepared by the Secretary of the Board. The motion passed unanimously with all Directors being present and voting.

Mr. Dixon McNair presented the Board with an “Order of Cancellation” for the director election scheduled to be held on Tuesday, November 6, 2018.

Mr. James Benes made a motion, seconded by Mr. Bobby Gilmore, to order the cancellation of the November 6, 2018 General Election for three (3) District Directors certified as unopposed candidates, thus declaring Mr. Bobby Gilmore, Mr. Seth Gunn and Mr. Chester Johnson elected, for a four-year term, to the position of Director of the Fayette County WCID – Monument Hill effective November 6, 2018. The motion passed unanimously with all Directors being present and voting.

Items were identified and placed on the agenda for the next regular Board of Directors on Thursday, October 11, 2018 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. Bobby Gilmore made a motion, seconded by James Benes, to adjourn the meeting. The motion passed unanimously with all Directors being present and voting.

The meeting was adjourned at 4:41 p.m.

Mr. Bobby Gilmore
Secretary

Mr. Dixon McNair
President