

The regular monthly meeting of the Board of Director of Harris County Water Control and Improvement District No. 1 was held in the conference room at 125 San Jacinto Street, Highlands, Texas on May 10, 2022. The meeting was called to order by President Mullins at 6:00 P.M. In attendance were Directors Little, and Wright. Also in attendance were Mr. Mark Taylor, General Manager, Mrs. Dawn Muth, Tax Assessor, Mr. Jimmy Flowers with LJA Engineering, and Mr. Zach Petrov, Attorney.

The minutes for the month of April were presented. A motion was made by Director Wright to approve the minutes. The motion was seconded by Director Little. The motion was approved 3-0.

Discuss and approve Tax Collection Report. Mrs. Dawn Muth presented the report. A brief discussion was held. A motion was made by President Mullins to accept the report as presented. The motion was seconded by Director Wright. The motion was approved 3-0.

The accounts payable were presented for the month of April. A motion was made by Director Little to approve the reports as presented. The motion was seconded by Director Wright. The motion was approved 3-0.

- A. Update March accounts payable, check to EKA. No Action taken.

Citizens before the Board – None

Discuss and or approve any necessary actions for the following items:

- A. Wastewater Treatment Plant Improvements – Disaster Relief, Bond / FEMA / TDEM Project: Pay estimate #10 and change order #3. A motion was made by President Mullins to pay estimate #10 in the amount of \$1,227,590.55 and approve Change Order #3 with the credit amount of (\$5,144.48). The motion was seconded by Director Wright. The motion was approved 3-0.
- B. Waterline intersection project, Wallisville @ Main and @ Thompson Rd. No Action Taken.
- C. 2022 WWTP, TCEQ Wastewater Permit Renewal: Update. No Action Taken.
- D. Proposal for 2022 water line replacement phase 1. A motion was made by President Mullins to approve the Proposal for 2022 water line replacements phase 1. The motion was seconded by Director Wright. The motion was approved 3-0.
- E. Removal of old electrical service at East Houston Well Site. A motion was made by President Mullins to approve the said Removal at the cost of \$3,870.00. The motion was seconded by Director Wright. The motion was approved 3-0.
- F. WWTP Funding and 2017 Bond account closeout worksheets. No Action taken.

Public Management: Update on FEMA funding for the WWTP Project. A brief discussion was held. No Action Taken.

Review of 2023 Retirement Plan Assessment and authorize contribution rate. No Action taken.

Discuss and approve Financial Statement for April. A motion was made by Director Little to approve the said Financial Statement. The motion was seconded by Director Wright. The motion was approved 3-0.

Discuss and approve quote for Lexan glass on the water office windows and door. A motion was made by Director Wright to approve the Said quote. The motion was seconded by President Mullins. The motion was approved 3-0.

Discuss TCEQ letters dated April 14<sup>th</sup>, 22<sup>nd</sup>, and 25<sup>th</sup>. No Action taken.

General Managers Report. The General Managers report was presented. No Action needed.

Attorney's Report:

- A. Update on personnel policy/ safety policy, topics: 1. Review protocols for theft, sexual harassment, and discrimination. 2. Update safety procedures. 3. Place provisions for marking and maintaining district assets including small tools. 4. Include a social media policy and name a point of contact. Include a Retirement Policy. No Action needed.
- B. Discuss damage to District property on N. Main: Sewer main ripped out by County Paving Contractor. "Aranda Brothers Construction (ABC)". There was \$100,000 in damage. A Claim will be sent to the County on May 11, 2022, and the County will be given 30 days to respond.
- C. Discuss reclassifying District customers. Any development over two water taps on a single lot will be considered commercial. This will allow two residential units on one lot with separate water meters and the ability to share a 4' sewer tap depending on elevations and location. No Action taken.

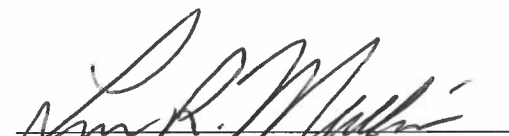
A motion was made by President Mullins to close regular business meeting. The motion was seconded by Director Wright. The motion was approved 3-0.

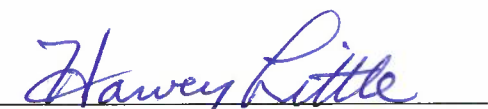
Convene in executive session to discuss personnel matters pursuant to Open Meetings Act Section 551.074 of the Texas Government Code and/or Section 551.071 of the Texas Government Code for consultation with Attorney for pending or contemplated litigation.

A motion was made by President Mullins to open an executive session to discuss Personnel matters, including David Pereyra, Unemployment Benefits Appeal Results. The motion was seconded by Director Wright. The motion was approved 3-0. After a brief discussion, a motion was made by President Mullins to close the executive session and open regular session. The motion was seconded by Director Wright. The motion was approved 3-0.

Re-convene in open session and authorize any necessary action concerning personnel matters and /or pending or contemplated litigation.

A motion was made by Director Little to Adjourn the meeting at 7:11pm. The motion was seconded by Director Wright. The motion was approved 3-0.

  
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President, Leon R. Mullins

  
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Secretary, Harvey Little