

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 June 13, 2023. The meeting was called to order by President Mullins at 6:00 P.M. In attendance were Directors Wright, Little, and Boudreaux. Also in attendance were Mr. Mark Taylor, General Manager, Mrs. Dawn Muth, Tax Assessor, Mr. Jimmy Flowers, with guests Dyer Schlitzkys and Gavin Shukanes, with LJA Engineering, and Mr. Zach Petrov, Attorney.

The minutes for the month of May were presented. A motion was made by Director Little to approve the minutes, the motion was seconded by Director Boudreaux. The motion was approved 4-0.

Discuss and approve Tax Collection Report. Mrs. Dawn Muth presented the report. A brief discussion was held. A motion was made by Director Wright to accept the report as presented. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

The accounts payable were presented for the month of May. A motion was made by President Mullins to approve the reports as presented. The motion was seconded by Director Wright. The motion was approved 4-0.

Citizens before the Board.

- A. Highlands Elementary School, portable classrooms. Information only. No action taken.

Discuss and approve Property, Liability, Auto and Workers Comp Insurance renewal:

- a. A motion was made by President Mullins to approve Arthur J. Gallagher and Co. W.I.N. (Waterworks Insurance Network) program. The motion was seconded by Director Wright. The motion was approved 4-0.

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

- A. Wastewater Treatment Plant Improvements – Disaster Relief, Bond / FEMA / TDEM Project: Warranty work information. No Action Required. Information only.
- B. 2022 water line replacement phase 1: Update. No Action required.
- C. LCRR Service Line Inventory Project: Quotes for phase II of the project. A motion was made by President Mullins to accept the proposal of \$64,325.00 to investigate service lines. The motion was seconded by Director Wright. The motion was approved 4-0.
- D. Discuss requirements for public water systems over 3300 connections. Discussion only. No action required.

Public Management: Update on FEMA funding for the WWTP Project. No Action Taken.

Discuss and approve proposal from KorTerra to manage 811 One Call and Work Order Tickets. A motion was made by Director Little to approve said proposal. The motion was seconded by Director Wright. The motion was approved 4-0.

Discuss the Water Quality Report. Consumer Confidence Report “2022 CCR”. The report was sent to the printer on May 8, 2023, and a link was posted on the back of water bills for easy access. Hard copies are available in the office upon request. Information only. No Action Taken.

Discuss quote for motor replacement for the 2013 2500 HD Chevrolet truck. A motion was made by Director Wright to approve said quote. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

Discuss TCEQ Compliance Evaluation Investigation conducted on April 28,2023. Information only. No action needed.

Discuss quotes on Bar Screen replacement and Dual Auger Deragging System. A motion was made by President Mullins to approve the quote for \$307,400.00 to replace the Bar Screen. The motion was seconded by Director Wright. The motion was approved 4-0.

Discuss and approve Financial Statements for May. A motion was made by Director Little to approve the said Financial Statements. The motion was seconded by Director Boudreaux. The motion was approved 4-0.

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

Attorney's Report:

- A. Discuss damage to District property on N. Main: Sewer main ripped out by County Paving Contractor. "Aranda Brothers Construction (ABC)". A check for \$143,195.85 is being held at the district office for the Wallisville water line relocation project. No Action Taken.
- B. Update on Hollis Family Tract owned by High Catch, LLC – 515 Multi-Family Mobile Home Development with outside district services for the southern tract. No Action Taken.
- C. Discuss engineering proposals for Hollis Family Tract owned by High Catch, LLC. A motion was made by Director Little to approve said proposals, pending funding from the developer paid in the office. The motion was seconded by Director Boudreaux. The motion was approved, baring the conditions for approval having been met, 4-0.

Discuss and approve uniform service contract. A motion was made by President Mullins to approve the CINTAS uniform service contract. The motion was seconded by Director Wright. The motion was approved 4-0.

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. Personnel, Final notice to obtain the required TCEQ License.
- B. See attached letter from the Office of the Harris County Attorney.
- C. Update on 605 Ave E. (cleaned) – bid on fencing.

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

Discuss and approve a response to the letter sent by the Attorney for Harris County. A motion was made by President Mullins to approve the offer by the District agreeing to share in the replacement cost by paying for the cost of only materials for the two manholes (est. 50% of bid price to install the manholes) and the cost to prepare record drawings for the District (est. \$1,000). The motion was seconded by Director Wright. The motion was approved 4-0.

A motion was made by Director Wright to Adjourn the meeting at 8:02 pm. The motion was seconded by Director Boudreaux. The motion was approved 4-0.



President, Leon R. Mullins



Secretary, Harvey Little