

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF  
HARRIS COUNTY W.C.I.D. NO. 50  
FEBRUARY 16, 2018**

**MEMBERS OF THE BOARD PRESENT:**

Mario Runco    Sheila Brown    M. B. Eisenbarth    J. L. Restivo    George Shea Jr.

**GUESTS & STAFF PRESENT:**

Davis Bonham    Paul Radich    David Baker    Sabrina Herod    Ron Anderson    Jim Ainsworth  
– Numerous Guests (Sign-In Sheets attached).

President Mario Runco called the meeting to order at 12:30 P.M. and declared the presence of a quorum.

1. The Minutes of the Meeting of December 13, 2017 were presented. M. B. Eisenbarth made a motion to approve the minutes as written. George Shea, Jr. seconded the motion and it passed by a unanimous vote.

The Minutes of the Meeting of January 10, 2018 were presented. George Shea, Jr. made a motion to approve the minutes as written. M. B. Eisenbarth seconded the motion and it passed by a unanimous vote.

2. Citizen Comments –Numerous comments were received and addressed (copy attached).

3. District Drainage System – Ron Anderson presented the report (copy attached) – The Televising of the Drainage System continues. Reports are coming in and being reviewed. The District Storm Sewer surveying project is in progress.

4. Potable Water Supply Agreement with the City of Seabrook – This item has been tabled. .

5. Financial Reports – The financial reports were circulated for review, discussion, and approval. Frost Maintenance Fund Checks 5128 through 5192; Frost Capital Project Account Checks 3039 through 3040 and Frost Debt Service Fund Checks 1509 through 1510 were presented for approval. A motion to approve all checks presented was made by Sheila Brown. The motion was seconded by George Shea, Jr. and approved by all.

6. Superintendent's Report – David Baker presented the report (copy attached). Some of the items discussed were: a). Unstopped the sewer main blockages at 302 Bayou View Dr. and 1731 Les Talley. b). Replaced leaking service line at 1718 E. Hedgecroft Dr. c). Repaired broken water faucet service pipe near aeration basin out at the sewer plant. d). Replaced the sewer plant lift station sump pump. e). Met with TX Dot, Jaime Castaneda, P. E., at the Seagate Condos to discuss the blocked State of Texas storm drain pipe and to furnish contact information with pictures. f). Repaired the storm drain manhole that was damaged by Transport Company at 110 Bayou View Dr. g). Replaced the lower belt, air lines, regulators, and sealed all air leaks on the filter press at the sewer plant. h). Replaced the fluorescent light fixtures with new LED fixtures at the filter press building. i). Repaired leaking sanitary sewer manhole at 710 Crestwood. This manhole will need replacing as it has dropped 6 inches, repair scheduled. j). Installed eradicators on the north and south clarifier sludge return pumps at the sewer plant. j). Repaired airline leak on the Taylorcrest Lift Station controls. k). Repaired water main break at 438 Shadow Creek. l). Removed bricks and debris from storm drain inlet at 314 Willow Vista Dr. m). Replaced the water meter valves at 1827 and 1831 Raintree Circle. n.) Certified water well meters at the water plant. o.) Employees, Jimmy Overturf and Cameron Blanton attended a wastewater class in Texas City to count toward certification. p). Hired new employee, John Plummer for Operator Position. q). Cement Contractor, Martin Melendez, poured concrete for sidewalks at 438 Shadow Creek Dr., 1222 Ferndale and the driveway at 1718 E. Hedgecroft Dr. r).The property owner at 4541 Academy Lane, Taylor Lake Village has been notified by Certified Mail to schedule a sanitary sewer lift station inspection. s). Removed 20 yards of sludge from wastewater plant.

7. Engineer's Report – Ron Anderson presented the report (copy attached). Some of the items discussed were: a). The construction activity for the Wastewater Treatment Lift Station Replacement continues to progress. Pay Application No. 3 from Reddico Construction Company, Inc. in the amount of \$58,680.00 is presented for payment; along with Change Order No. 1 in the amount of \$23,414.10 for necessary unforeseen items arising during the lift station replacement was presented. A motion to approve Pay Application No. 3 and Change Order No. 1 was made by Sheila Brown. The motion was seconded by M. B. Eisenbarth and approved by a unanimous vote. b). The Wastewater Treatment Plant TPDES Permit Renewal application has been submitted with responses to TCEQ comments received. Notification of the application is administratively complete and approval to publish the first notice is pending. c). Design has commenced for replacement of GST No. 2. Bids for the project are expected to be received in Quarter 3 of 2018 with construction to begin in Quarter 4 of 2018.

8. Office Manager's Report – Sabrina Herod presented the report (copy attached). Some of the items discussed were: a). Financials are circulating for review, discussion and approval. b). 2017 Tax Levy is 87% collected as of January 31, 2018. c). Fluorescent lights in the front office have been changed out and the necessary repairs to the ceiling have been completed. c). The yearly purge of old files is underway. New files were set up for retention periods as outlined with the Texas State Library of Archives. d). Open records requests from the City of El Lago's attorney and Ms. Linda Schoene (Seagate HOA) have been completed. e). The Wells Fargo Safety Deposit Box is closed, new one at Frost Bank has been opened and the keys are to be issued.

9. Order Levying Additional Penalty for Delinquent Taxes – In accordance with the Texas Property Tax Code Mr. Bonham presented the subject order. The order must be approved annually and provides for the adoption of an additional 20% penalty above the District's late payment fees for defrayment of collection expenses and are applied on unpaid balances as of April 1 for all personal property and July 1 for all real property. A motion to approve the Order as presented was made by Sheila Brown. The motion was seconded by George Shea and approved by all. The order was presented to and signed by the President and Secretary of the Board.

10. Annual review of FTC identity theft red flag policy – Davis Bonham presented a resolution affirming review of the identity theft red flag policy outlining efforts to ensure the District's protection of personally identifying information associated with water and wastewater accounts. At this time there is no necessity to make any changes to the policy.

11. Annual report to Texas Comptroller pursuant to Senate Bill 625 (Texas Local Government Code, Chapter 203, Subchapter D) –Mr. Bonham discussed the new filing requirement as set forth. A motion to authorize the filing of the report to the Texas Comptroller was made by J.L. Restivo. The motion was seconded by M. B. Eisenbarth and approved by a unanimous vote.

12. Executive session to consider pending or threatened litigation in accordance with Texas Government Code § 551.071 – At 1:55 pm a motion to enter into executive session was made by Sheila Brown. The motion was seconded by M. B. Eisenbarth and approved by all. At 2:00 pm the Executive Session was called to order as Board members, Legal Counsel, District Engineer, David Baker and Sabrina Herod were present to discuss the possibility of litigation for removal of the bulkhead at the Seagate Condominiums that is blocking the extension to the TXDOT culvert that services one of two of the District's main 48" storm drains lines. The attorneys outlined the steps to be taken in the process and noted that the 58 days that have elapsed since original notice to remove blockage was issued without a response was appropriate and would help considerably toward swift positive court action on the matter without which the process would possibly take longer. At 2:16 pm the Executive Session was adjourned. A 2:19 pm the regular meeting was reconvened and a motion to engage Paul Raddich of Smith, Murdaugh, Little and Bonham to pursue Legal Actions against Seagate Condos was made by J. L. Restivo. The motion was seconded by M. B. Eisenbarth and approved by a unanimous vote.

13. Items for Inclusion on Board's Next Agenda – Sanitary Sewer Rehabilitation Phase II, Ground Storage Tank No. 2 Replacement, storm drain cleaning and repair where necessary, other future District Projects.

14. Pending Business – Sheila Brown presented some information regarding Monarch Butterfly Environmental Project to be implemented at the District Facilities; however, due to time constraints, Mrs. Brown requested that in lieu of discussion the Board review handouts for discussion at the next meeting.

Next Board Meeting will be held Wednesday, March 7, 2018 at 7:00 p.m.

M. B. Eisenbarth made a motion to adjourn the meeting at 3:25 p.m. J. L. Restivo seconded the motion and all approved it.

Respectfully submitted,

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M. B. Eisenbarth, Secretary  
Board of Directors