

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF
HARRIS COUNTY W.C.I.D. NO. 50
FEBRUARY 10, 2017**

MEMBERS OF THE BOARD PRESENT:

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

GUESTS & STAFF PRESENT:

Davis Bonham David Baker Sabrina Herod Ron Anderson
Mark Strickland and Bob Weber - AFLAC

President Mario Runco called the meeting to order at 1:35 P.M. and declared the presence of a quorum.

1. The Minutes of the Meeting of January 11, 2017 were presented. M. B. Eisenbarth made a motion to approve the minutes as written. J. L. Restivo seconded the motion and it passed by a unanimous vote.
2. Citizen Comments - None.
3. Office Manager's Report – Sabrina Herod presented the report (copy attached). Some of the items discussed were: a). The Quarterly Investment Report is circulating for review, discussion, and approval. b). The Financial Reports are circulating for review, discussion, and approval. c). In an effort to update our customer records while implementing the new billing software, an insert will be sent out with the next billing statement. Also under the new Red Flag Policy (Item 9 below), which is intended to better protect client personally identifiable information and maintain customer privacy, a confidentiality information form will be also be included in the next billing statement for completion and return to the District Office.
4. Consider Proposal for District Insurance – Mr. Weber and Mr. Strickland with AFLAC addressed the Board regarding a proposal to be submitted for possible employee enrollment with AFLAC in addition to the medical coverage already in effect. A discussion was held. Sabrina Herod will consult with employees and determine if this is something to discuss further at a future meeting.
5. Financial Reports– The financial reports along with the Quarterly Investment Report were circulated for review, discussion, and approval. Frost Maintenance Fund Checks 4468 through 4518 were presented for approval. A motion to approve all checks presented was made by George Shea, Jr. The motion was seconded by M. B. Eisenbarth and approved by all.
6. Superintendent's Report – David Baker presented the report (copy attached). Some of the items discussed were: a). Certification of the flow recorder, replacement of electrical wires to the sand filter drive unit, replaced the filter press polymer pump, and fabricated the new influent screen at the sewer plant. Replaced the suction valve, check valve, and pulled #4 booster pump at the water plant for repair. c). Employee, Johny Brady attended a wastewater treatment class in Webster, TX. d). Performed freeze protection on pipes and valves. e). Replaced the starter on the 1999 Ford Truck. f). Sealed the storm drain pipe leak at 1514 Lake Bank Ct. g). Raised and added soil for sanitary manhole at 310 Oakview Circle.
7. Engineer's Report – Ron Anderson presented the report (copy attached). Some of the items discussed were: a). The design process for the Wastewater Treatment Lift Station Replacement continues to progress along with the review of preliminary plan sets from sub-consultants. b). The Wastewater Treatment Plant Maintenance proposal is presented for review, discussion and or approval. A discussion was held. A motion to bid this project was made by Sheila Brown. The motion was seconded by George Shea, Jr. and approved by all's). There is nothing new to report on the City of Pasadena Surface Water line.

8. 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, and levying an additional 20% penalty was made by M. B. Eisenbarth. The motion was seconded by George Shea and approved by all present board members. The order was presented for signatures to the President and Secretary of the Board who then signed it.

9. 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. A motion to approve the resolution was made by Sheila Brown. The motion was seconded by J. L. Restivo and approved by a unanimous vote.

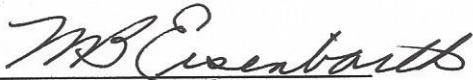
10. Employee Leave Policy – This item was tabled to allow time for Board review.

11. Items for Inclusion on Board's Next Agenda – Update on the Monarch Program.

Next Board Meeting will be held Wednesday, March 8, 2017 at 7:00 p.m.

M. B. Eisenbarth made a motion to adjourn the meeting at 2:56 p.m. J. L. Restivo seconded the motion and all approved it.

Respectfully submitted,



M. B. Eisenbarth, Secretary
Board of Directors