

**EAST CEDAR CREEK FRESH WATER SUPPLY DISTRICT  
MINUTES FOR WEDNESDAY DECEMBER 16, 2020 12:30 PM**

1. A meeting of the Board of Directors for East Cedar Creek FWSD was held at the Administration building in Gun Barrel City, Tx on December 16, 2020. The meeting convened at 12:30pm, Vice-President Allen Brier presiding.
2. Pledge of Allegiance.
3. Members present in person were Vice-President Allen Brier, and Director Larry Bratton. Members present by video/teleconference phone were President Harry McCune, Treasurer Ted Bayless, Secretary Joe Lomonaco, Director Jim Willi, and Director Jan Wynn. Other Attendees in person were General Manager James Blodgett, Office Manager Angie Crowsey. Other Attendees by video/teleconference phone were David Perkins/KSA Engineers, Ashlee Sawyer/The Monitor, and Bill Goheen.
4. A Quorum was established.
5. Motion was made by Mr. Bratton and seconded to adopt the Agenda. Motion carried unanimously.
6. **Discuss and/or take action to approve the minutes from the regular meeting on November 18, 2020.** Motion was made by Mr. Brier and seconded to approve the minutes from the regular meeting on November 18, 2020. Motion carried unanimously.
7. **Public Comments.** No public comment.
8. **Consent Agenda:** The Board requested that under the General Manager's Report items # b(i), b(ii), and b(v).
  - a. **KSA Engineer's Report**
    - i. Task Order #24 General Services
    - ii. 2017-2018 Bond Projects.
      - 1) Task Order #31 300K Gal Storage Tank **COMPLETED**.
      - 2) Task Order #32 SWWTP Improvements.
      - 3) Task Order #33 BWTP Raw Water Pump Station Improvement (**COMPLETED**).
      - 4) Task Order #34 Lift Station #19 (**COMPLETED**).
      - 5) Task Order #35 Meter Replacement (AMR).
  - b. **General Manager's Monthly Report.**
    - i. Key Monthly Activities.
    - ii. Staff Changes
    - iii. Work Orders.
    - iv. Project Status
    - v. Operations Report.

**Without objections the Board discussed the following consent agenda items.**

**b. (i) Key Monthly Activities.** Mr. Lomonaco commended the field staff on completing 5,482 ft worth of sewer jetting this last month which reaches our goals. It was also recognized that the staff is practicing good safety habits by wearing their reflective vest.

**b. (ii) Staff Changes.** It was noted that there were no new hires or separations in the field. Mr. Blodgett advised that there is still two vacancies that the District is not filling on purpose. Ms. Crowsey advised that the District is still using Indeed for free job board.

**b. (v) Operations Report.** The Board and Mr. Blodgett reviewed the water loss. Mr. Blodgett advised that Mr. Perkins has worked with the District on looking at replacing the plant meter and they are recommending an in-line meter for accuracy instead of the clamp on type meter. The District is in the process of getting replacement costs. Mr. Blodgett explained how the process has already been done and how the District has changed its way of reading the meters and the recirculation to help get a better reading. These meters are calibrated each year and discussion was made concerning the measuring of the water twice through the meters. It was noted that the District is not changing how we work, or the plant runs, we are just trying to get a better number on the plant.

Motion was made by Mr. Lomonaco and seconded to approve the consent agenda. Motion carried unanimously.

**9. Discuss and/or take action to approve the successful bidder for the Task Order #35 Meter Replacement (AMR) project.** Mr. Blodgett advised that there were two bidders for the AMR project. Mr. Blodgett noted that the District's staff all were in agreement that they liked the sensus meters which is used by the bidder named Aqua Metric for a couple of reasons. One reason is that the sensus meter has no moving parts. The other bidder who was Ferguson is using a Mueller meter which does have regular meters with moving parts. Mr. Blodgett advised that another plus for Aqua Metric is that they provide a fixed frequency so there will not be any issues of interference from outside frequencies. The Board reviewed the costs and discussed the remaining surplus funds that could be used for this project which should be \$494,000 to use towards this project. Mr. Perkins advised that based on project costs and the amount of bonds versus spent we should have around \$100,000.00 remaining from those projects to add to this project. It was noted that the District could negotiate with the contractor if there are extra funds to add more meters to this project. Ms. Crowsey advised that Mr. Bayless had called her to ask her to check references and she did in fact check them for both bidders. There was two responses for Aqua Metric and one gave an outstanding reference noting that they were pleased with their service, with the product and the technical support. The other reference for Aqua Metric gave them a good reference with a little concern on technical support not being as speedy as it used to be. Ms. Crowsey advised that she did get two responses for Ferguson with one being satisfied with products, service, and the technical support and one giving them a over all "c" rating. Ms. Crowsey advised that she did send out several emails and expects more reference responses for the two bidders. The Board and Mr. Blodgett spoke about talking to the contractor about cutting some costs by the District purchasing some of the other equipment such as meter boxes which could help put funds towards more meters. Mr. Blodgett advised that since first budgeted for the AMR project that growth in these subdivisions have grown by about 200 meters. The Board reviewed the differences between the bidder's quotes. Motion was made by Mr. Willi and seconded to approve the successful bidder as Aqua Metric for the Task Order #35 Meter Replacement (AMR) project and to approve to use remaining surplus funds in the bond fund towards this project. Motion carried unanimously.

**10. Discuss and/or take action to approve to pay Bloc to replace the backwash valve actuator at the McKay WTP not to exceed \$4,080.00 to be paid out of Operating Reserve for an unexpected expenditure for the 2020/2021 Capital Improvement Project.** Motion was made by Mr. Brier and seconded to approve to pay Bloc to replace the backwash valve actuator at the McKay WTP not to exceed \$4,080.00 to be paid out of Operating Reserve for an unexpected expenditure for the 2020/2021 Capital Improvement Project. Motion carried unanimously.

11. **Discuss and/or take action to approve to pay Machining & Valve Automation Services (MVA) to replace the backwash valve actuator at the Brookshire WTP not to exceed \$18,500.00 to be paid out of Operating Reserve for a budgeted expenditure for the 2020/2021 Capital Improvement Project.** Motion was made by Mr. Lomonaco and seconded to approve to pay Machining & Valve Automation Services (MVA) to replace the backwash valve actuator at the Brookshire WTP not to exceed \$18,500.00 to be paid out of Operating Reserve for a budgeted expenditure for the 2020/2021 Capital Improvement Project. The Board and Mr. Blodgett discussed the difference between item #10 and item #11 and Mr. Blodgett explained that Bloc does the SCADA portion of this system and MVA is the actual valve side of the actuators. Motion carried unanimously.


## 12. **Committee Reports.**

- a. **Personnel Committee.** Mr. Bratton advised that there was no meeting and nothing to report.
- b. **Operations Committee.** Mr. Lomonaco advised that the Operations Committee did meet on December 9<sup>th</sup> to review and discuss the leaning ground storage tanks at the Brookshire Water Treatment plant. Mr. Blodgett gave a brief overview of the issue and it was noted that the District is looking at several options including rebuilding a new tank across the street on the District's property or rebuilding on a location on the Brookshire water treatment site property. The District will be looking at ground remediation to save one of the tanks. It was noted that the costs would be substantial, and the District would have to look at funding which could include a bond issuance later. Mr. Blodgett advised that the staff is currently running tests to see if the District can run on one tank. During months of high demands another option is to have staff working split shift working evenings. The Board and Mr. Blodgett discuss what could happen if one of the leaning tanks was to collapse which could be a catastrophe noting it could pull down the other tanks, would flood the plant building ruining equipment and electronics, and could damage homes located behind the plant. Mr. Perkins advised that the way that these tanks are made, they are bolted tanks with thin metal and foundation. Mr. Perkins and the Board discussed a different type of tank that Mr. Perkins would be recommending which is made with concrete structure that should last 50 years. Mr. Blodgett advised that in 2018 that it was noticed that this tank was leaning, and it has not moved yet so the tanks have had two (2) years of stability since it was noticed and as a precaution the District is taking down the pressure for now.
- c. **Finance Committee.** Mr. Bayless advised that the Finance Committee has not met but anticipates that they will be meeting in January to review the proposed FY 2021-2022 budget. Mr. Blodgett advised that they are currently working on the FY 2021-2022 budget.

13. **Review and discuss the November 2020 financial reports.** The Board reviewed the Bank account balances and had a question about the Improvement CD. Ms. Crowsey advised that she has done some research and found that these funds were set aside for growth and is restricted for such. Ms. Crowsey stated that it appears the District can use funds from the Improvement CD for any project the District has to perform due to growth if the District can prove it is for growth the Board designates that the project is for growth and designates an amount to be used from the Improvement CD. The Board reviewed the work orders, and it was noted that the employee who rebuilds the grinder pumps is back to work and this should help the grinder maintenance budget line. Mr. Blodgett advised that the staff had to deal with a lot of nuisance calls for grinders such as floats and wiring. The Board reviewed the budget line for

raw water, and it was noted that it is lower on Brookshire than last year but higher on McKay. The Board reviewed the Leisureland project and asked that the Administrative staff put together a final project cost breakdown. The Board noted that the debt ratio is good and water revenue is up. It was noted that bank interest was down, but this was anticipated because it was known that the 2018 bond account would be going down significantly as the projects were being done and paid for. The Board discussed the chemical line item, and it was noted that the District does buy in bulk.

14. **Discuss and/or take action to approve the payment of bills.** Motion was made by Mr. Bratton and seconded to approve the payment of bills. Motion carried unanimously.
15. Motion was made by Mr. Brier and seconded to adjourn. Motion carried unanimously. The Board adjourned out of the meeting at 1:51pm.

  
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Harry McCune  
Board President

01/20/2021  
Date