

**RIVER PLANTATION MUNICIPAL UTILITY DISTRICT**

**BOARD MEETING MINUTES**

**November 19, 2020**

**DIRECTORS PRESENT:** Julie Gilmer, Tim Goodman, Gerard Smith, Tom Vandever,  
and Mark Robin

**DIRECTORS ABSENT:**

**OTHERS PRESENT:** River Plantation Residents  
Richard Ramirez, District Manager

**FIRST ORDER: CONFIRM MEETING MINUTES OF THE BOARD OF DIRECTORS HELD ON AUGUST 27<sup>TH</sup> and October 22<sup>ND</sup> 2020.**

After discussion and agreement to oral amendments Mr. Goodman made a motion to accept the minutes of the August 27<sup>th</sup> Meeting Minutes. Mr. Robin seconded the motion which passed unanimously. The topics agreed to be amended were (1) clarification that individuals' payroll information is to be disclosed in the packets, and (2) Mr. McLeroy was updated on the latest information on Charleston satisfying his request.

After discussion Mr. Goodman made a motion to accept the minutes of the October 22<sup>nd</sup> Meeting Minutes. Mr. Vandever seconded the motion which passed unanimously.

**SECOND ORDER: RECEIVE COMMENTS FROM THE PUBLIC.**

\* Mrs. Armor from Able Permits representing Terri Hower announced that she was present to discuss the progression of a Consent to Encroachment, which is the third item on the agenda.

\* Mr. Sakocius requested that a standing agenda item be added to the Board's agenda for updates. Mr. Radich recommended that a 'Received Report from District Attorney' be added to the REVIEW FINANCIAL AND BOOKKEEPING section of the agenda. Mrs. Gilmer agreed and assigned such action to Mr. Ramirez.

\* Mr. Sakocius requested that the full packet, less anything pertaining to Executive Session, be made available along with the meeting notice and agenda. Mrs. Gilmer agreed and assigned such action to Mr. Ramirez.

\* Mr. Sakocius asked for clarification with respect to the differing amounts paid to Board members as reported in the Cashflow report. Mrs. Gilmer explained that

Directors' Fees are \$100 per meeting, less taxes that are withheld.

\* Mr. Sakocius requested that a newsletter be published. Mr. Radich recommended taking a similar approach to what Harris County WC&ID #50 has taken; publishing a District Bulletin Board. Mrs. Gilmer requested that District Attorney reviews and approves all such content.

\* Mr. Sakocius requested that Meeting Minutes be made available before they are approved.

**THIRD ORDER: DISCUSS/ APPROVE CONSENT TO ENCROACHMENT.**

Karen Armor from Able Permits, representing owners' Kohler and Hower, requested Consent to Encroachment. After discussion Mrs. Gilmer made a motion to table the motion, authorize the District's Attorney to prepare documents and perform a comprehensive review and provide advice, and be followed by an emergency meeting. Mr. Goodman seconded the motion which passed unanimously.

**FOURTH ORDER: DISCUSS/APPROVE WTP #1 PUMP REPLACEMENT OR PLANT REMOVAL.**

Richard Ramirez provided some additional information with respect to TCEQ procedures on option 3, placing the well in monitoring mode. Getting a cost estimate for required testing, as well as cost analysis, remain outstanding actions. Mr. Vanderver made a motion to table the motion. Mr. Robin seconded the motion which passed unanimously.

**FIFTH ORDER: DISCUSS/APPROVE JUBAL EARLY DRAINAGE PROJECT.**

After discussion Mr. Vandever made a motion to approve the bid by Vera. Mr. Robin seconded the motion which passed unanimously.

**SIXTH ORDER: DISCUSS/APPROVE CULVERT VARIANCE POLICY.**

After discussion Mrs. Gilmer made a motion to approve the update of the policy for culvert variances. Mr. Vandever seconded the motion which passed unanimously.

**SEVENTH ORDER: DISCUSS SINKHOLES.**

Mr. Ramirez explained the condition of the aging storm drainage lines. Mrs. Gilmer asked Mr. Ramirez to maintain a list of the sink holes. Mr. Goodman took an action to pursue a possible grant from the Texas Water Development Board.

**EIGHTH ORDER: DISCUSS/APPROVE WILD PIG CONTROL.**

After discussion, Mr. Robin made a motion to form a committee to liaise with the RPCIA and coordinate activities with respect to Charleston Park. Mr. Goodman seconded the motion which passed unanimously. Mr. Robin and Mr. Smith were nominated to serve on the committee.

**NINTH ORDER: EXECUTIVE SESSION TO DISCUSS PENDING LITIGATION.**

The Board entered into Executive Session at 8:41 pm.  
The Board returned at 9:44 pm.

Mr. Robin made a motion that Mrs. Gilmer and Mr. Goodman attend mediation with our legal department with respect to the Charleston case. Mr. Vandever seconded the motion which passed unanimously.

**TENTH ORDER: REVIEW FINANCIAL AND BOOKKEEPING MATTERS INCLUDING**

- a. Review of Bookkeeper's Report
- b. Review of Report from Tax Assessor- Collector.
- c. Review of Investments.
- d. Approve Payment of District Bills.

Mrs. Gilmer asked who is LandCare and what work are they doing. Mr. Ramirez responded that they cleared the brush to allow access to the ditches for maintenance.

Mrs. Gilmer asked if insurance is being paid for all employees. Mr. Ramirez responded in the affirmative.

Mr. Vandever asked for clarification regarding the Online Account. Mr. Ramirez explained that it is a holding account for transferring funds from the credit card processing company to the GOF account.

Mrs. Gilmer noted that the water usage reports were not included in the Board meeting packets this month. Richard confirmed that neither the Managers Report nor the System Totals Report were included.

Mr. Goodman asked why it was not included. Water Report. Mr. Ramirez noted that they were overlooked during the package preparation and the two items will be scanned and sent to Board members.

Mr. Goodman asked if EPMUD payments have been received for waste water. Mr. Ramirez noted that they were billed very recently, and payment is expected next week.

**ELEVENTH ORDER: REVIEW ADMINISTRATIVE REPORTS**

- a. Managers Report.
- b. System Totals Report.

Mr. Robin made a motion to approve paying the bills as before. Mr. Smith Seconded the motion which passed unanimously.

Mr. Ramirez summarized the Managers Report reporting that in general all is going well with seasonal well production dropping as expected, and work on waste water plant expected to be completed within the next two weeks

Mr. Ramirez noted that bids will be required for upcoming maintenance on the hydro tank for Plant #2 as the cost is expected to be more than \$25,000 and therefore requires 3 bids.

Mr. Ramirez received a bid from the District Engineer for a 10 Year Projection of Capital Improvements.

Mr. Ramirez noted that all Board members need to sign new signature cards for checking account.

**TEWELVETH ORDER: DISCUSS ANY PENDING BUISNESS.**

Mr. Ramirez has a new action to place orange safety fencing around sink holes.

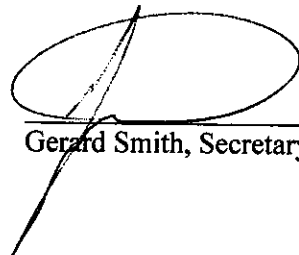
Mr. Ramirez reports that cleaning has been completed for the North ditch and the South ditch; and currently work is ongoing on the East ditch.

Mr. Ramirez requested clarification regarding guidance on billing for bank-mailed payments that are arriving late. The Board confirmed the current policy.

**THIRTEENTH ORDER: SET DATE AND TIME FOR NEXT MEETING.**

After discussion, the Board agreed to set the next month's meeting for December 17<sup>th</sup> at 6:30 pm via teleconference.

There being no further business, made a motion to adjourn. Seconded the motion. Mrs. Gilmer declared the meeting adjourned at 9:55 pm.



Gerard Smith, Secretary