

**MINUTES OF THE BOARD OF DIRECTORS' MEETING
GREATER TEXOMA UTILITY AUTHORITY**

MONDAY, DECEMBER 21, 2020

**AT THE ADMINISTRATIVE OFFICES
5100 AIRPORT DRIVE
DENISON TX 75020**

Members Present:	Donald Johnston, Matt Brown, Mark Kuneman, Brad Morgan and Ken Brawley
Members Absent:	Scott Blackerby, Stanley Thomas, and Anthony Richardson
Staff:	Drew Satterwhite, Debi Atkins, Carolyn Bennett, Tasha Hamilton, Nichole Sims, and Velma Starks,
General Counsel:	Mike Wynne, Wynne and Smith
Visitors:	David Howerton, Plummer Engineering

I. Call to Order

Board President Brad Morgan called the meeting to order at 12:38 p.m.

II. Pledge of Allegiance

Board President Brad Morgan led the group in the Pledge of Allegiance.

III. Consent Agenda

Items marked with an asterisk () are considered routine by the Board of Directors and are enacted in one motion without discussion unless a Board Member or a Citizen request a specific item to be discussed and voted on separately.

IV. * Consider and act upon approval of Minutes of November 16, 2020 Meeting.

V. * Consider and act upon approval of accrued liabilities for November 2020.

General Manager Drew Satterwhite reviewed the liabilities with the Board.

Board Member Mark Kuneman made a motion to approve the consent agenda items. Board Member Ken Brawley seconded the motion. Motion passed unanimously.

VI. Citizens to be Heard.

There were no citizens requesting to address the Board.

VII. Appointment of a committee for the nomination of officers for the 2021 calendar year.

Board President Brad Morgan appointed a committee consisting of Ken Brawley, Donald Johnston, and Brad Morgan.

VIII. Consider and act upon a Resolution by the Board of Directors of the Greater Texoma Utility Authority requesting financial assistance from the Texas Water Development Board, authorizing the filing of an application for assistance, and making certain findings in connection therewith (City of Whitewright WWTP Rehabilitation Project).

General Manager Drew Satterwhite provided background information for the Board. The City of Whitewright requested the Authority's assistance in financing and constructing improvements to the City's wastewater treatment plant. The Authority staff solicited the engineering services on behalf of the City of Whitewright, following the requirements of TWDB Disadvantage Business Enterprise Program. The City of Whitewright Council voted to retain the services of KSA Engineers.

David Perkins, P.E. with KSA Engineers assisted the Authority staff in submitting the required Project Information Form to the TWDB for the CWSRF Program. The PIF was submitted in a manner that demonstrated the City of Whitewright qualifies for loan forgiveness offered to disadvantaged communities. The TWDB has included the City of Whitewright WWTP Rehabilitation Project in the 2021 Amended Intended Use Plan Priority List of Projects. The project is now on the Initially Invited List and is slated to receive 70% in loan forgiveness. With the Board's approval of the resolution requesting financial assistance from the TWDB on behalf of Whitewright WWTP Rehabilitation Project, the Authority staff will be able to move forward when invited to apply for the funding. Board Member Donald Johnston made the motion to approve the Resolution requesting financial assistance from the TWDB on behalf of the City of Whitewright for improvements to their WWTP in an amount not to exceed \$5,810,000. Board member Mark Kuneman seconded the motion. Motion passed unanimously.

IX. Consider and act upon Statements of Qualifications for Engineering Services for City of Bells Wastewater System Improvements Project.

General Manager Drew Satterwhite provided background information for the Board. The Bells City Administrator requested the Authority staff to assist the City of Bells in obtaining funding from the Texas Water Development Board ("TWDB") Clean Water State Revolving Fund ("CWSRF"). The TWDB CWSRF includes federal funds, which necessitates that all services and contracts associated with the projects are solicited in a manner to allow disadvantaged businesses to participate in providing statements of qualifications or proposals for the services or contracts. The City of Bells selected Antero Group (Plummer Engineering is a part of this group) for engineering services on their Wastewater System Improvements Project. Board Member Ken Brawley made the motion to approve the City of Bells selection of Antero Group to provide the engineering services for the City's wastewater projects. Board Member Donald Johnston seconded the motion. Motion passed unanimously.

X. Consider and act upon Statements of Qualifications for Engineering Services for City of Henrietta Wastewater Treatment Plant Project.

General Manager Drew Satterwhite provided background information for the Board. The Henrietta City Administrator requested the Authority staff assist the City in obtaining funding for improvements to the City's wastewater treatment plant. The TWDB CWSRF includes federal funds, which necessitates that all services and contracts associated with the projects are solicited in a manner to allow disadvantaged businesses to participate in providing statements of qualifications or proposals for the services or contracts. The City of Henrietta selected Biggs and Mathews for the engineering services associated with the improvements to the wastewater treatment plant. Board Member Mark Kuneman made the motion to approve the City of Henrietta's selection of Biggs and Mathews. Board Member Donald Johnston seconded the motion. Motion passed unanimously.

XI. Consider and act upon the CGMA Policy Statement for Water Rate Charges.

General Manager Drew Satterwhite provided background information to the Board. Now that the NTMWD line is in the area, the CGMA system will be able to tie directly into NTMWD's transmission system and eliminate the pass-through charge from McKinney. The contract between NTMWD and the Authority is void following the connection to their system. This necessitated a new contract between NTMWD and the Authority which was approved at the February 2020 meeting. As a result of the Authority having a new contract with NTMWD, the Authority entered into new contracts with all of the CGMA Cities in order to make sure the Authority is able to satisfy the new contract with NTMWD. This was approved at the May 2019 meeting. As a part of the new provisions in the new contract, mechanisms were set up to begin funding different components of the system with a rate rather than charging as expenses are incurred. The four cities (Melissa, Anna, Van Alstyne and Howe) approved this at a November 2020 meeting. Board Member Donald Johnston made the motion to authorize the execution of the CGMA Policy Statement for Water Rate Charges. Board Member Ken Brawley seconded the motion. Motion passed unanimously.

XII. Consider and act upon authorizing the execution of Change Order No. 3 for the City of Gunter WWTTP Replacement Project with Patterson Professional Services.

General Manager Drew Satterwhite provided background information to the Board. The Authority assisted the City of Gunter in obtaining funding for the construction of a new Wastewater Treatment Plant to meet the requirements of TCEQ. Change Order No. 1 included the addition of a crushed stone access drive and parking area along with the addition of manual double swing gates at a cost of \$14,000.00. Change Order No. 2 resulted in an increase of \$48,600 and consisted of 1) moving the main electric service from over the generator to meet code, 2) adding a valve for the sludge pump to allow for easier maintenance in the future, 3) relocating the fence per the Cities' request, and 4) increasing the size of the blower cover to shelter all blowers and the sludge pump. Change Order No. 3 would result in an increase of \$34,500.00 and consists of 1) tapping the last manhole before the lift station 8' below the surface with an 8" PVC line that is ran to the pond and pour a 4'X4' Square around the end of the pipe allowing sewage to flow into the pond if the lift station fails, 2) building a structure with steel piers and a 40' long walkway with safety rails over the pond, 3) suspending a 2" steel line (force main) running back to the lift station with a small pump to bring water back into the plant

slowly. Board Member Donald Johnston made the motion contingent upon the City of Gunter's approval to approve Change Order No. 3 to the contract with Patterson Professional Services in the amount of \$34,500.00 resulting in a revised contract amount of \$1,911,197.50. Board Member Ken Brawley seconded the motion. Motion passed unanimously.

XIII. Discussion and possible action of changing January Meeting date due to Martin Luther King Jr. Day.

The Board discussed changing the January meeting date due to Martin Luther King Jr. Day. January 25, 2021 will be the next meeting. Calendar invite will be sent to board.

XIV. Consider and act upon Resolution of Appreciation for Mark Kuneman including presentation of plaque.

Board President Brad Morgan recognized and expressed appreciation to Mark Kuneman for his 18 years and 10 months service on the GTUA Board. Board Member Mark Kuneman was presented a plaque for his service. Board Member Donald Johnston made the motion to approve the Resolution of Appreciation for Mark Kuneman and presentation of the plaque. Board Member Ken Brawley seconded the motion. Motion passed unanimously

XV. Presentation of plaque to Carolyn Bennett honoring her service to the Authority of over 33 years.

Board President Brad Morgan recognized Carolyn Bennett for 33 years plus of service. General Manager Drew Satterwhite expressed appreciation to Carolyn for her service to GTUA. Rather than giving her a plaque, she was given an engraved jewelry box.

XVI. Receive General Manager's Report: The General Manager will update the Board on operational and other activities of the Authority

General Manager Drew Satterwhite provided an update to the Board.

XVII. Adjourn

Board Member Ken Brawley made the motion to adjourn. Board Member Mark Kuneman seconded the motion. Motion passed unanimously. Board President Brad Morgan declared the meeting adjourned at 1:08 p.m.

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Recording Secretary



Secretary-Treasurer