

LLANO COUNTY MUD #1
BOARD OF DIRECTORS MEETING
3/22/2016

The Llano County Municipal Utility District #1 Board of Directors held a Regular Scheduled Meeting on March 22, 2016 at 10:33 a.m., at the District Office.

Board member(s) present: Bill Stevens, Bruce Lomax, Rod Bond, Warner Tweed, L.D. Stewart,

Board member(s) absent: None

Also present was General Manager, Angela Burton; Engineer, Tony Plumlee; Upcoming Director, John Walters

1. PLEDGE OF ALLEGIANCE

2. PUBLIC COMMENTS AND DISCUSSION

None

3. 2016 ROAD PROJECT UPDATE

Tony Plumlee with Willis Engineering gave an update on the 2016 Road Project. Tony states he and cliff reviewed the drainage easements and made adjustments to make sure the drainage easements were in compliance. All of phase 1 has been paved and will be hydro mulched as soon as the construction is able. Tony and Cliff also took photos and reviewed the drainage after the 1.25 to 1.50 inch rain received recently. They will confirm the erosion control is efficient and address any issues that may arise.

Warner Tweed asked if the fill dirt settling behind the ribbon curbing will be addressed soon. Tony states this spring the fill dirt will be compacted and seeded with hydro mulch. Bill Stevens asked about the progress of the roads; Tony explained the 1.25 mile of road just completed in phase 1 took a month and half. Tony states the progress appears to him to be going as fast and sufficient as possible. The Board agreed.

4. REPORT FROM O&M CONTRACTOR

Tim Webb with TNA Operations and Management provided an update about the Water and Wastewater Operations.

- **Air Release Valves:** All Air Release Valves in Blue Lake, Deerhaven and Sandy Harbor have been maintained. The old valves in Blue Lake have been replaced; there are seven that will need to be replaced between Deerhaven and Sandy Harbor.
- **Air Actuator Valves:** Air Actuator Valves at water plant have all been replaced with Electric Actuator Valves and is helping with the decant overflow due to the water leaking through valves being corrected. Less electricity is being used due to both compressors being out of service now.
- **Raw Water Pumps:** Raw water pumps will be replaced in the next two weeks. Working with Terry Hinkle to update electric issues so both pumps will be in service.
- **Liberty Pumps:** Liberty Pumps have been installed at 3 homes to replace E-One pumps. These locations were chosen because they had pumps replaced several times due to the high pressure in the line causing the rubber stators to go out. Between the air releases being cleaned and the new pumps these problem areas should be fixed.
- **Emulsification:** Bruce, Tim and Angela met and discussed future projects and priorities. One of which, being the emulsification issue at the lift stations. Need something to break up the solids and help the pumps run more efficiently. Tim is looking into installing a small grinder; need to see if it will need a rail system, or the best way to test it. Tony Plumlee suggested purchasing a Liberty quarter and a half with 28ft head pressure grinder or tap into pump line with hole so every time pump comes on it stirs the sludge.
- **Crane System:** Bruce explained the need for a crane system at the lift stations, and informed the Board that Tim is getting measurements and will find a contractor if needed to pour concrete and install the crane. This will help with small repairs that may be needed and cut cost when the pump needs to be removed for repairs. Just to remove the pump for pickup from Smith Pump is \$1000. The crane system should cost \$3,000 to \$5,000 and a proposal will be submitted at the April 26, 2016 meeting.
- **Willis Engineering:** Tony Plumlee addressed some items that he has been working with Tim Webb and Angela Burton on.
 1. The splitter box on the clarifier that has not been installed. Tony has found a contractor that has taken the splitter box to be power coated and has provided a verbal assessment of \$55 per hour, including helper and a day and half to install.
 2. Larry Wilke and Tony Plumlee are looking at the report provided in 2011 for plant upgrades and seeing what newer technologies are available for the MUD and cost of upgrading the plant and storage.
 3. Property across from the water plant would be a good location for additional water storage or to move current storage tanks to provide an easier work environment or expansion for the water plant. The water plant property is compacted and has no room for expansion as it is now. Tony also explained that he and Larry will look at other properties around Blue Lake for storage to help equalize pressure in the distribution system. Tony explained a water model for finished water may be needed to address concerns about space and storage.

5. DISCUSSION AND ACTION TO APPROVE THE MINUTES OF THE REGULARLY SCHEDULED BOARD MEETING HELD ON FEBRUARY 23, 2016.

Rod Bond made a motion to approve the minutes of the Regularly Scheduled Meeting on February 23, 2016 with a change to the minutes to state William Stevens, Bruce Lomax and Warner Tweed were all in favor. Warner Tweed seconded the motion with corrections. All members present were in favor. Motion passed.

6. ORDER CANCELLING THE MAY 7, 2016 ELECTION AND DECLARING UNOPPOSED CANDIDATES ELECTED TO OFFICE

Bruce made a motion to cancel the May 7, 2016 election and declare the unopposed candidates, L.D. Stewart and John Walter elected to office. Rod Bond seconded the motion. All members present were in favor. Motion passed.

L.D. Stewart and John Walters will be sworn in at the May 24, 2016 meeting.

7. DISCUSS AUDIT CONTRACT AND POSSIBLE ACTION TO SEEK BIDS FOR 2015-2016 AUDIT

The audit contract was discussed and due to an increase of less than 3% per year and the auditing company's policy to change the auditor/partner every five years, the Board decided to not seek bids for the 2015-2016 audit.

8. DISCUSS, REVIEW, AND POSSIBLE ACTION TO APPROVE CAPITAL OUTLAYS AND/OR PROJECTS

Angela Burton presented the Capital Outlay and Project report. The Board discussed the AMR Project and requested a proposal for purchasing 50 meters per year compared to replacing all 210 meters at once. This will be reviewed at the next board meeting. Angela Burton presented a quote from WUC for materials to replace the media in filters 3 and 4. The quote is for all four filters, but only two need to be maintenance at this time. Bruce Lomax made a motion to approve up to \$8500 to purchase media for all four filters and store unused media due to shipping cost of \$2,000 per shipment. Bill Stevens seconded the motion. All members present were in favor. Motion passed.

9. FINANCIAL AND INVESTMENT REPORT

Angela Burton presented the financial and investment report for February 2016.

10. GENERAL MANAGER'S REPORT

Angela Burton presented the General Manager's Report. The light on the flag pole needs to be changed from solar to electrical as the light is not sufficient. L.D. Stewart will be in charge of that project. Bill Stevens stated he wants a letter drafted to email to residents about the lead and copper testing and regulations due to the concerns of residents because of the lead poisoning in Flint, Michigan. The Board discussed shred day, as people have been asking when the next shred day will take place. It was decided the MUD will provide a shred service every two years after tax season. That would put the next shred day in 2017.

11. COMMITTEE REPORTS

FINANCE & PLANNING-

LEGAL AFFAIRS-

STREETS AND LIGHTS/TRASH DISPOSAL- L.D. Stewart explained that the Supervisor, Cliff and the construction crew had a good response time to issues from residents. Mr. Stewart states they are knowledgeable and moving along with construction in a timely manner. Dumpster is full of boxes and residents are not able to use them. Bill Stevens states the camera should be reviewed for the person who discarded the boxes.

WATER DISTRIBUTION SYSTEM-

SEWER SYSTEMS-

12. EXPENDITURES REQUIRING APPROVAL

Bill Stevens made a motion to purchase a defibrillator not to exceed \$1500. Angela and Sharon were trained to use the defibrillator from the HSB Fire Department. Bruce Lomax seconded the motion. All members present were in favor.

The Board will notify residents of the availability of a defibrillator in the MUD office in April newsletter.

13. EXECUTIVE SESSION – PERSONNEL REVIEWS

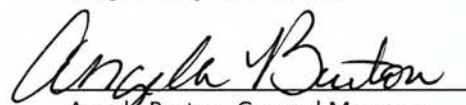
14. NEW BUSINESS/OLD BUSINESS

Bill Stevens and Bruce Lomax reminded Angela Burton of Employee Goals and Accomplishments needed for review at next meeting.

15. SET DATE AND TIME FOR NEXT MEETING

A Regular Meeting is scheduled for April 26, 2016 at 10:30 am. Warner Tweed made a motion to adjourn at 12:44pm. Bill Stevens seconded the motion. All members were in favor. Motion passed.

Respectfully Submitted,



Angela Burton, General Manager
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