

**Chisholm Trail Special Utility District
Of Williamson, Bell, and Burnet Counties, Texas**

**Minutes of Meeting of the Board of Directors
February 17, 2011**

The Board of Directors of Chisholm Trail Special Utility District of Williamson, Bell, and Burnet Counties, Texas convened in a meeting at the administrative office of Chisholm Trail Special Utility District located at 851 FM 970, Florence, Williamson County, Texas beginning at 5:30 p.m. on the 17th day of February, 2011. Notices of the time, place, and subject of the meeting were posted at the places and for the time required by law.

Meeting was called to order at 5:30 p.m.

Mary Wilson led those present in the Pledge of Allegiance to the American flag.

Jennifer McKnight called role:

Mary Wilson	President
Marcus Canipe	Vice-President
Gordon Eurom	Secretary
Cash Mullen	Treasurer
Mike Giguere	Director
Bob Johnson	Director
Gary Goodman	Director

Five Board members were present, with Mike Giguere and Bob Johnson absent, thus constituting a quorum. Also present were Jennifer McKnight, Tony Corbett, Terri Sisk, Harry Randall, and those listed on the attached sign-in sheet.

Public Comment

None

Customer Requests

- A. Discussion and possible action regarding request by customer at 6823 Lakewood Drive, Account No. 35-2313-00, for waiver of customer deposit after service disconnection for non-payment. **Marcus Canipe moved to deny a waiver for payment of a customer deposit after service disconnection for non-payment. Gary Goodman seconded the motion, which the Board approved unanimously.**
- B. Discussion and possible action regarding request by Joe Bolin for reimbursement of expenses related to installation of service line allowed through an easement granted to the District during January 2009. **Gordon Eurom moved to prorate the original invoice and for the District to pay for 1007 feet and obtain a release in return from the owner. Gary Goodman seconded the motion, which the Board approved unanimously.**

Consent Agenda

- A. Approval of Minutes from the January 20, 2011 Board of Directors Meeting.
- B. Approval of Resolution No. 11-0217-01 to designate authorized representatives for access to safe deposit box at Union State Bank.
- C. Approval of first quarter of FY 2011 Quarterly Investment Report.
- D. Approval of Check Register, Payment of Bills, and Invoices for January 2011.

Gordon Eurom moved to approve the consent agenda. Cash Mullen seconded the motion, which the Board approved unanimously.

General Manager's Report

Ms. McKnight presented the Manager's Report including the following information:

- A. Operational Status Report & Water Loss Report
- B. Monthly Financial Reports
- C. Monthly Customer Service Report
- D. Project Status Reports

Action Items

- A. Discussion and possible action regarding utility conflicts in Rancho Sienna Subdivision. **Marcus Canipe moved to require the developer and PEC to meet District standards pertaining to location of water and electric lines and to execute an agreement to relocate the utilities. Cash Mullen seconded the motion, which the Board approved unanimously.**
- B. Discussion and possible action regarding effects of power outages on District water system. Ms. McKnight gave a presentation on the effects of a power outage on District facilities. Ms. McKnight recommended including the purchase of generators in the District's five-year plan and joining Texas Rural Water Association's Rural Water Emergency Assistance Cooperative immediately. The Board directed staff to obtain estimated costs for generators and for automatic switch gear at District plant sites and the office building and to review the findings with the Infrastructure Committee. **No action taken.**
- C. Discussion and possible action regarding updated engineering project schedules for current District projects. Ms. McKnight presented current schedules from engineering firms for current District projects. She stated that she has posted the schedules in the boardroom for future reference. Bob Wallace informed the Board that he expects all regulatory approvals for the North Lake Georgetown Pump Station by the end of next week. **No action taken.**
- D. Discussion and possible action regarding Environmental Information Document for 30 acre tract for South Water Treatment Plant site. Bob Wallace reported that there has been a delay in receiving the environmental report, but the report will be available for review no later than March 31, 2011. **No action taken.**

- E. Discussion and possible action to approve Change Order No. 1 for the North Lake Georgetown Pump Station to allow additional time for full notice to proceed without delay related cost increase. **Gordon Eurom moved to approve Change Order No. 1 for the North Lake Georgetown Pump Station as drafted by Chisholm Trail SUD Legal Counsel. Cash Mullen seconded the motion, which the Board approved unanimously.**
- F. Discussion and possible action to approve the Natural Resources Mitigation Plan for the Corps of Engineers for North Lake Georgetown Pump Station and to authorize General Manager to expend up to \$26,000 for plan implementation. **Gordon Eurom moved to approve the Natural Resources Mitigation Plan for the Corps of Engineers for the North Lake Georgetown Pump Station and to authorize the General Manager to expend up to \$24,300 for plan implementation. Cash Mullen seconded the motion, which the Board approved unanimously.**
- G. Discussion and possible action to award bid and execute contract for Pressure Reducing Valve to be located on CR 258. **Gary Goodman moved that the contract for construction of the Pressure Reducing Valve on CR 258 be awarded to Bell Contractors, Inc. of Belton, Texas in the amount of \$41,500.00. Cash Mullen seconded the motion, which the Board approved unanimously.**
- H. Discussion and possible action regarding District investigation by the Texas Commission on Environmental Quality during December, 2010. **Ms. McKnight reported that the TCEQ inspection revealed no violations. Ms. McKnight will write an article for the newsletter regarding the TCEQ inspection and its results. No action taken.**
- I. Discussion and possible action regarding wastewater operations contract with Brazos River Authority. **Legal counsel explained that the current draft of the operations agreement with BRA still contains water quality language that was requested to be removed. The Board directed staff to again ask BRA to remove the language and to also obtain a proposal from a private operations company. No action taken.**
- J. Discussion and possible action to approve matters related to May 8, 2010 Board of Directors Election:
- a. Order calling the May 14, 2011 General Election
 - b. Notice of appointment of Agent
 - c. Joint Election Agreement with Williamson County
 - d. Contract for Election Services with Williamson County
 - e. Other necessary actions as may be required for the May 14, 2011 General Election
- Gordon Eurom moved to approve the order calling the May 14, 2011 General Election, the notice of appointment of Agent, and Amendment Two to Contract for Election Services with Williamson County. Gary Goodman seconded the motion, which the Board approved unanimously.**

- K. Discussion and possible action regarding Lower Colorado River Authority (LCRA) sale of Liberty Hill Regional Wastewater System including:
- a. Status report
 - b. Potential purchase of system
- No action taken.**
- L. Discussion and possible action to approve Resolution No. 11-0217-02 to allow for reimbursement to Fund 100 from Fund 200 for capital improvement projects (CIP) after CIP is amended. **Gordon Eurom moved to approve Resolution No. 11-0217-02 to allow for reimbursement to Fund 100 from Fund 200 for capital improvement projects (CIP) after CIP is amended. Cash Mullen seconded the motion, which the Board approved unanimously.**
- M. Discussion and possible action regarding request from developer of Wolf Properties to be released from District CCN. **Marcus Canipe moved to deny the request from the developer of Wolf Properties to be released from the District's CCN. Gordon Eurom seconded the motion, which the Board approved unanimously.**
- N. Discussion and possible action to approve Non-Standard Service Agreement with developer of Shady Oaks subdivision.
- O. Discussion and possible action to approve Non-Standard Service Agreement with developer of Woodland Park West subdivision.
Gordon Eurom moved to approve the Non-Standard Service Agreements with the developer of Shady Oaks and Woodland Park West subdivisions. Cash Mullen seconded the motion, which the Board approved unanimously.
- P. Discussion and possible action regarding District employee health insurance options for March 1, 2011. Ms. McKnight stated the best two options for District employee health insurance were presented by Humana. Alternate #1 has the same plan benefits as the current Blue Cross/Blue Shield plan and results in a 1% increase. Alternate # 2 increases the deductible by \$500 and results in a 5% decrease in overall cost. **Marcus Canipe moved to approve Humana Alternative No. 2 for employee health insurance. Gary Goodman seconded the motion, which failed (Wilson, Goodman and Canipe were FOR the motion, and Eurom and Mullen were OPPOSED). Gordon Eurom moved to approve Humana Alternative No. 1 for employee health insurance. Cash Mullen seconded the motion which was approved (Eurom, Mullen, Goodman and Canipe were FOR the motion, and Wilson OPPOSED).**
- Q. Legislative update by District Legal Counsel. Tony Corbett gave a legislative update to the Board.

- R. Discussion and possible action regarding District participation in the Corn Hill Regional Water Authority. Staff and legal counsel explained the purpose of the regional water authority, recommended monitoring the status of the entity's formation, and determining at a later date if joining is beneficial to the District. **No action taken.**
- S. Discussion and possible action regarding personnel matter: request for Board review of 2010 annual pay for District Field Manager. **Cash Mullen moved to pay the differential in 2010 annual pay to the District Field Manager. Gary Goodman seconded the motion, which failed (All AGAINST except Cash Mullen FOR).**

Adjournment

The meeting adjourned at 10:52 p.m. on a motion by Gordon Eurom and seconded by Cash Mullen, which the Board approved unanimously.



Gordon Eurom, Secretary