

# COUNTY LINE SPECIAL UTILITY DISTRICT

## Meeting Minutes

Board of Directors Meeting - September 20, 2021, 6:30 PM

District Office – 8870 Camino Real, Umland, TX 78640

**Board Members: Present:**

Chris Betz	*in person
Rene Harbison	*via Zoom conference
Toni Brewer	*in person
Bob Diaz	*via Zoom conference
Ken Dodson	*via Zoom conference
Joe Howe	*in person
William Ilse	*absent

**Others: Present:**

Daniel Heideman	* in person – staff
Jennifer Tarbutton	* in person – staff
Rebecca Moore	*in person – staff
Doug Schnautz	*in person – staff

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The following represents the actions taken by the Board of Directors of the County Line Special Utility District (CLSUD) in the order they occurred during the meeting. The Board of Directors convened in a meeting at the date, time, and location stated above and via video conference call and telephone conference call.

**Guests:**

Allison Nieto of Southwest Engineers – via Zoom

Jeff Kallus of Southwest Engineers – via Zoom

Steven Greenberg of Plum Creek Utility – in person

Humberto Ramos of Alliance Regional Water Authority – in person

Graham Moore – in person

1. Called to order at 6:30 PM
2. No public comments to report. No action taken.
3. Steven Greenberg of PUC gave report on the wastewater plant operations.
4. No update available on the 2020 Audit to report. Waiting on corrected Audit. No action taken.
5. Allison Nieto of SWE reviewed her presentation related to the wastewater projects.
6. Jeff Kallus of SWE reviewed the water status report.
7. Allison Nieto of SWE reviewed the bids received for the construction of the "Downtown Lift Station" project. The recommended and lowest bidder is Protas, Inc. Ken Dodson made a motion to approve, Toni Brewer seconds the motion. Motion carried by a unanimous vote, Protas, Inc. is awarded the project. Bids were reviewed for the "Downtown Force Main" project, the recommended and lowest bidder is Lowden Excavating. Toni Brewer made a motion to approve, Bob Diaz seconds the motion. Motion is carried by a unanimous vote, Lowden Excavating is awarded the project. Bids were reviewed for the "Downtown Gravity Main" project, the recommended and lowest bidder is Lowden Excavating. Toni Brewer made a motion to approve, Ken Dodson seconds the motion. Motion is carried by unanimous vote, Lowden Excavating is awarded the project.
8. Graham Moore of ARWA and Chris Betz reported on ARWA's current operations.
9. Humberto Ramos reported on CRWA's current operations.
10. Item 10 on the agenda was tabled August 16, 2021.
11. Chris Betz commented on the responses from the RFQ for a Financial Advisor. Responses were received and reviewed, Frost Bank was recommended by the committee. Ken Dodson made a motion to approve, Rene Dodson seconds the motion. Motion is carried by a unanimous vote.
12. Ken Dodson made a motion to approve the August 16, 2021 Public Hearing minutes, Toni Brewer seconds the motion. Motion is carried by a unanimous vote.
13. Ken Dodson made a motion to approve the August 16, 2021 Board meeting minutes, Toni Brewer seconds the motion. Motion is carried by a unanimous vote.
14. Chris Betz reported the requirements for October Board of Directors meeting. Meeting to be open to public and presenter is to be visible.
15. Daniel Heideman reported the SCADA conversion is ongoing. "Ignition" the new software will be coming online.
16. Chris Betz commented on the agreement CLSUD received from Pinnacle Oversight for the project and construction management consulting agreement. Pinnacle Oversight was recommended by Daniel Heideman. It was discussed and recommended we send RFQ's. Joe Howe made a motion to approve, Ken Dodson seconds the motion. Motion passes by a unanimous vote.
17. Allison Nieto of SWE reported the on the action request to increase the estimated maximum amounts payable to SWE for the acquisition of Rights of Way for projects along Gristmill Rd. and Hwy 21. Toni Brewer made a motion to approve the amendment to engineering services proposal. Ken Dodson seconds the motion. Motion is carried by a unanimous vote.
18. Daniel Heideman commented on the discussion for possible review of 2022 Budget in October with approval in November. No action taken.
19. Chris Betz commented on the discussion to employ an Audit firm for the 2021 audit.

20. Allison Nieto with SWE reported on the action to call for a Public Hearing on the CIP for reuse system and amend the current water CIP. (CIP - Capital Improvement Plan) Toni Brewer made a motion to set the hearing on Nov. 15, 2021 at 6:30 PM. Rene Harbison seconds the motion. Motion is carried by a unanimous vote.
21. Hays BBQ was the selected site for the December gathering.
22. The financials were reviewed.
23. The calendar was reviewed. Chris Betz suggested guest agenda items be reviewed earlier during future BOD meetings. Separating the agenda from the meeting packets was discussed.
24. The meeting adjourned 8:26 PM.

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Chris Betz  
President of the Board

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Toni Brewer  
Secretary of Board

Acronyms:

ARWA – Alliance Regional Water Authority - formerly HCPUA – Hays Caldwell Public Utility Authority  
 CCN – Certificate of Convince and Necessity  
 CLSUD – County Line Special Utility District  
 CRWA – Canyon Regional Water Authority  
 GBRA – Guadalupe Blanco River Authority  
 PCU – Plum Creek Utility  
 SWE – Southwest Engineers  
 TCDBGP – Texas Community Development Block Grant Program  
 TCEQ – Texas Commission on Environmental Quality  
 TML – Texas Municipal League  
 TRWA – Texas Rural Water Association  
 TWA – Texas Water Alliance  
 TWDB – Texas Water Development Board