

January 11, 2022

The Board of Directors of Brown County Water Improvement District No. 1 convened in a regular meeting at 4:00 pm, January 11, 2022, in the office of the District at 501 E. Baker, Brownwood, Texas. This meeting was called to order by Mr. Bert Massey; pledge led by Mr. James McMillian; and invocation by Mr. Jimmy Jones. Mr. Ted Simpson was present. Mr. Johnny Hays was not present. Legal Counsel, Bart Johnson, Jr., was present. District staff members present: Mr. John Allen, Mr. Dale Weaver, Mr. Mark Davis, Ms. Kay Silva and Ms. Alveza Martin.

#### MINUTES

Board considered minutes from the regular meeting held on December 14, 2021. After a brief review, Mr. Jones moved to approve the minutes as presented, seconded by Mr. Simpson. There being no further discussion, motion carried.

#### CLAIMS & ACCOUNTS

Claims, accounts & checks issued January 7, 2022, in a total amount of \$191,717.21 consisting of checks 29583-29641 were reviewed and approved as presented by motion by Mr. McMillian, seconded by Mr. Simpson. There being no further discussion, motion carried unanimously.

#### INVESTMENT REPORT

Investment Report for December 2021 & Revenue and Expenditure Report for November 2021 were considered. After a brief discussion, Mr. Simpson moved to approve these reports as presented, seconded by Mr. Jones. There being no further discussion, motion carried unanimously.

#### CITIZEN PRESENTATIONS:

There were none.

#### AMENDMENT OF EMPLOYEE RETIREMENT CONTRACT WITH AMERICAN UNITED LIFE AND BENCHMARK OF PLAN APPROVED

Mr. Bart Johnson Sr. with Painter & Johnson Financial at 211 W. Adams Street, Brownwood, Texas, was present and addressed the Board regarding the District's retirement plan and changes American United Life (AUL) is implementing to its retirement funds. Due to these changes, the District must amend its employee retirement contract with AUL by electing Option 1 and remove the AUL Fixed retirement account and replace it with the AUL Stable Value account. Also, Mr. Johnson recommended the district benchmark the contract, as recommended by the Department of Labor, to allow for shopping and comparing with other retirement companies and funds. After discussion, Mr. Jones moved to elect to pursue Option 1 as presented by Mr. Bart Johnson, Sr., and instruct him to benchmark the District's retirement plan as discussed, seconded by Mr. Simpson. There being no further discussion, motion carried unanimously.

#### AMENDMENT TO BUDGET FOR RURAL ISSUES CONSULTANT SERVICES \$5000

General Manager then addressed the Board requesting approval of an amendment to the District's 2021/2022 fiscal year budget in an amount not to exceed \$5,000.00 for services rendered by rural issues consultants. After a brief discussion, Mr. Jones moved to amend the budget to provide for services by a rural issues consultant in an amount not to exceed \$5,000.00, seconded by Mr. McMillian. Motion carried unanimously.

#### LAKE PATROL UNUSED RADIOS DECLARED SURPLUS TO BE SOLD

The Board then reviewed a list of hand held radios to be declared as surplus to be sold. Because the City of Brownwood and Brown County previously implemented a new communication system, the District upgraded its radios to be able to continue communications with them; thus, leaving the previous radios unused. After discussion, Mr. McMillian moved to declare the following radios, A-G, as surplus to be sold; that they be listed for sale on the District's web page; and that the limitations be listed regarding who the District is allowed to sell to. Motion seconded by Mr. Simpson. There being no further discussion, the motion carried unanimously.

A. Kenwood VP 630 with mic, chargers, two (2) extra batteries

B. Kenwood TK 5220

C. Vertex VX 354-ADOB-5 radio;

D. Vertex VX 2200 DO 50

E. Kenwood TK 790A

F. Kenwood TK 730 H

G. Maxon SM 4150

SPENT BRASS FROM DISTRICT'S FIRING RANGE DECLARED AS SURPLUS

Mark Davis, Lake Patrol Chief, addressed the Board regarding spent brass, or brass bullet casings, retrieved from District's firing range. He requested the District declare this brass as surplus to sell. After discussion, Mr. Simpson moved to declare this used brass as surplus and advertise for sale as used pistol brass on District's web page and accept best price offered, seconded by Mr. McMillian. There being no further discussion, motion carried unanimously.

UPDATE: INSTALLATION OF AUTO TRANSFER SWITCH AT TP STILL DELAYED WAITING ON (2) 60' POLES

General Manager updated the Board regarding the ongoing project of installation of the automatic transfer switch at the District's water treatment plant. Due to supply chain interruptions and delays, the previous Thanksgiving deadline was not reached. They are still waiting on two (2) 60' poles and installation must be rescheduled once again. Mr. Jones moved to table this item for a second time until the District's next scheduled board meeting, seconded by Mr. Jones. There being no further discussion, motion carried unanimously.

UPDATE ON DOCK 7087 AT McCARTNEY ISLAND

General Counsel, Bart Johnson, Jr., addressed the Board informing that he has prepared a letter of violation for dock 7087 regarding the District's flotation requirements and sent via USPS Certified Mail to David Croft informing that due to the violations, the District will not be renewing the One Year Dock Mooring Leases for spaces 73, 74, and 75 on McCartney Island. Receiver legally assigned to dock 7087 at McCartney Island, David A. Fettner from Houston, has indicated he already has 2 bids and expecting a third bid for purchase. He expects to secure a sale as soon as next week. Mr. Fettner must contact District's Legal Counsel to discuss the time frame to bring the dock up to code.

UPDATE: ZEBRA MUSSELS

General Manager indicated that reports of zebra mussels have slowed down. No reports have been issued, possibly due to the colder winter weather.

ACTIVITIES REPORTS FROM DISTRICT'S SUPERVISORS

Each department supervisor then came forward and informed the Board of their recent and ongoing projects.

GENERAL MANAGER REPORT

General Manager proceeded to inform the Board of the following:

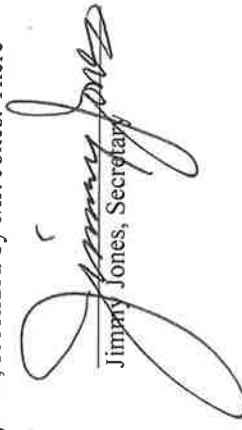
1. Current lake level: 1423.1 or 2" below Spillway level.  
Lake level one month ago 1423.3 or 1" and 9 tenths below Spillway level  
Month of December Not available. Evaporation station is under repair.  
YTD totals not available: Precipitation \*\*\*\* Evaporation \*\*\*\*  
Treatment plant December 2021 Average 4.954 mgd  
Minimum 4.166 mgd  
Maximum 6.489 mgd
2. Work on the District's Emergency Preparedness Plan Template for TCEQ and Senate Bill 3 continue and is due in March 2022.
3. Online ICS/NIMS training on January 13, 2022, for incident command training.
4. District vehicles ordered August 2021 -waiting on delivery of the third and final pickup. Hoping for delivery in February 2022.
5. Treatment Plant Supervisor, Cody Shannon, currently working on TCEQ's annual Water Use Report. Once this report is completed, work on TWDB's Water Use Report and Texas State Comptroller's Transparency Report will begin.
6. General Counsel's work on the Robertson's Point land sale continues.
7. Zoom training for Water and Emergency Service Sectors Scenario Based Coordination Exercise on January 18, 2022.
8. Shutting down Treatment Plant to most visitors once again due to Covid and a lack of operators. Administration office will remain open. Encouraging customers to use drop box for payments.
9. Currently, only one (1) Field Operations employee out with illness.
10. General Manager, Treatment Plant Supervisor and Field Operations Supervisor signed up for Texas Water April 4-7, 2022. Plan to attend if event is not cancelled.
11. Special guest at today's board meeting, Mr. Terry Blevins, candidate for Brown County Judge.
12. District learned that Oncor did a bore under Lake Brownwood between Hawk Lane and Kelly Lane (near the Hideout in a cove). Oncor has been contacted to ask why District was not notified of this work. District has requested information regarding the bore, including place markers at 1425 elevation dock builders and future land owners do not damage the power lines.
13. The long time potty business at Lake Brownwood that has serviced dock owners for many years has sold to brothers David and Danny Crysler from Brownwood.
14. District customer, Lee Speck, is in the process of placing pivots on the old Wise property on Walnut Street in Brownwood.
15. Rodney Martin has contacted the District to ask about putting in a pivot on the 110 acres behind the old jail off of Market Street in Brownwood.
16. District's upcoming holiday: January 17, 2022, Martin Luther King Jr. Day.
17. TWCA insurance adjustor, Kevin Monsen, was here yesterday January 10, 2022, to inspect District's Treatment Plant, Lake Patrol building, Flat Rock Pavilion, Field Operations Shop, and pump station on Oak Drive in Early to provide updated insurance appraisals for the District.
18. The District did meet its deadline to complete updates to the District's Emergency Action Plan. Deadline was December Friday December 31, 2021.

ADJOURNMENT

At approximately 5:09 p.m., Mr. McMillian moved to adjourn, seconded by Mr. Jones. There being no further discussion, motion carried unanimously.

Adjourned:

  
Bert Massey, President

  
Jimmy Jones, Secretary