

MINUTES  
CINCO REGIONAL PLANT OPERATING COMMITTEE

March 11, 2021

George Goff	Harris County MUD 81
Patrick Cathcart	Harris County MUD 81
Morgan Stagg	Cornerstones MUD
Tony Garza	Cornerstones MUD
Tom Williams	Memorial MUD
Crystal Sampson	Memorial MUD
Len Forsyth	Mason Creek UD
Whitney Aelmore	Operator
Kate Hallaway	Engineer
Mary Lutz	Bookkeeper
Katie Carner	Harris County MUD 81 Attorney
Kim Cannon	Harris County MUD 81 Legal Assistant

APPROVE MINUTES

The Committee considered approving the minutes of the February 11, 2021, meeting of the Cinco Regional Plant (the "Plant") Operating Committee. After discussion, Ms. Stagg moved to approve the minutes, as submitted. Mr. Forsyth seconded the motion, which carried by unanimous vote.

RECEIVE REPORT OF BOOKKEEPER

Ms. Lutz presented the bookkeeper's report on the Plant funds, a copy of which is attached. She reviewed the Plant account, the bills to be paid, budget comparison, annual energy billings, connection worksheet, analysis of reserve fund, and investment for the Plant account.

After discussion, Ms. Stagg moved that the Committee approve the bookkeeper's report. Mr. Cathcart seconded the motion, which passed unanimously.

RECEIVE REPORT OF OPERATOR

Ms. Aelmore reviewed the operator's report, which reported on maintenance and repairs to the Plant. A copy of the operator's report is attached.

Ms. Aelmore reported on the failure of the return activated sludge pumps during Winter Storm Uri. She stated there was a programming issue that led to the pumps needing to be manually reset after an interruption of power. She stated Si is coordinating with an electrician to modify the programming to eliminate this issue from recurring.

After review and discussion, Mr. Forsyth moved to approve the operator's report. Ms. Stagg seconded the motion, which passed unanimously.

#### RECEIVE REPORT OF ENGINEER

Ms. Hallaway presented the engineer's report and reported on the wastewater treatment plant flows for each district. She noted that the average daily flow for the month was higher than usual, likely due to dripping faucets during Winter Storm Uri. A copy of the engineer's report is attached.

#### UPDATE ON SECURITY CAMERA WIRING INSTALLATION AT THE PLANT SITE

Ms. Hallaway updated the Committee on the installation of security cameras at the Plant site and stated the cameras have been installed and NCS has completed the programming for the cameras. She stated that Comcast has completed the wiring installation, and the MUD 81 Board will discuss the controls later this month.

#### PROCESS AERATION PIPING REPLACEMENT

Ms. Hallaway stated the process aeration piping is problematic for the operator and requires constant attention. She presented a proposal in the amount of \$289,700.00 to replace the aeration piping with galvanized steel. Discussion ensued regarding the proposed project and the recommended timeline.

#### REHABILITATION OF MAIN INFLUENT TRUNK LINE

##### PHASE 4

Ms. Hallaway stated BGE is in the final design phase for the Phase 4 trunk line rehabilitation project. She stated the plans have been submitted to Harris County Engineering and comments have been received. Ms. Hallaway stated BGE is ready to advertise for bids for the project when authorized by the Committee.

##### PHASE 5

Ms. Hallaway stated BGE is currently working on the schedule for the Phase 5 trunk line rehabilitation project.

### EMERGENCY MANHOLE REPAIR

Ms. Hallaway discussed a collapsed manhole near the Plant site. She stated Boyer, Inc., is the contractor for the repair. She stated Boyer is on site and the emergency repairs are in process.

### EMERGENCY SANITARY SEWER LINE REPAIRS

Ms. Hallaway stated the construction of the 42-inch trunkline section will begin on March 31, 2021.

### MANHOLE SURVEY AND PROPOSED SCHEDULE FOR REHABILITATION

Ms. Hallaway stated that the sanitary sewer manhole survey is complete. Discussion ensued regarding the rehabilitation of the existing manholes and including the costs for this project in the Capital Improvement Plan. She noted the format for the expenses in the Capital Improvement Plan will include the pro-rata share for the Participants.

### EMERGENCY FORCE MAIN REPLACEMENT

Ms. Hallaway stated the operator discovered the main force main for the Plant is leaking. She stated Boyer, Inc., was authorized to be the contractor for the emergency replacement. Ms. Hallaway stated Boyer, Inc., has constructed a bypass on the existing lift station for a temporary solution. She stated construction is nearing completion.

### CAPITAL IMPROVEMENT PLAN

Ms. Hallaway stated the site visit and data collection for the Plant Capital Improvement Plan is complete and BGE has begun preparation of same.

### CINCO MUNICIPAL UTILITY DISTRICT NO. 1 EFFLUENT REUSE SYSTEM

Ms. Hallaway stated BGE has begun updates to the design for the reuse system.

Following review and discussion, Ms. Stagg moved to approve the engineer's report. Mr. Cathcart seconded the motion, which carried by unanimous vote.

There being no further business to come before the Committee, the meeting was adjourned.

LIST OF ATTACHMENTS

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