

MINUTES
CINCO REGIONAL PLANT OPERATING COMMITTEE

September 10, 2020

John Savage	Harris County MUD 81
George Goff	Harris County MUD 81
Morgan Stagg	Cornerstones MUD
Tony Garza	Cornerstones MUD
Crystal Sampson	Memorial MUD
Tom Williams	Memorial MUD
Len Forsyth	Mason Creek MUD
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 August 13, 2020, meeting of the Cinco Regional Plant (the "Plant") Operating Committee. After discussion, Mr. Forsyth moved to approve the minutes, as submitted. Mr. Williams 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. Forsyth 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.

BAR SCREEN AUGER GEAR BOX REPAIR

Ms. Aelmore updated the Committee on the bar screen auger gearbox replacement and stated installation is complete.

MIXER PUMP REPAIR AT LIFT STATION

Ms. Aelmore updated the Committee on the mixer pump at lift station no. 1 replacement and stated it is complete.

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

SECOND AMENDMENT TO RECLAIMED WATER AGREEMENT WITH CINCO MUNICIPAL UTILITY DISTRICT NO. 1 AND SECOND SUPPLEMENT TO LETTER AGREEMENT FOR SALE OF EFFLUENT FOR PRODUCTION OF RECLAIMED WATER

Ms. Carner stated the Second Amendment to the Reclaimed Water Agreement is in process.

RECEIVE REPORT OF ENGINEER

Ms. Hallaway presented the engineer's report and reported on the wastewater treatment plant flows for each district. A copy of the engineer's report is attached.

HARRIS COUNTY FLOOD CONTROL DISTRICT CHANNEL

Ms. Hallaway reported that Harris County has issued the Notice to Proceed for the T-103-00-00-X010 channel repairs and the contractor has mobilized to begin the work. She stated the channel repairs will be in phases starting upstream with T103-01-00-X010.

UPDATE ON SECURITY CAMERA AND EQUIPMENT 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 not yet completed the installation.

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. The Committee concurred to authorize the operator to solicit bids for the repair costs for the piping for consideration at the next Committee meeting.

TELEVISIONING OF MAIN INFLUENT TRUNKLINE, AND REVIEW PROPOSAL AND, IF APPROPRIATE, AUTHORIZE DESIGN FOR REPAIRS FOR SAME

Ms. Hallaway presented a revised proposal from BGE for the estimated cost of the rehabilitation of the damaged sections of trunkline and engineering services, separated into Phase 4 and Phase 5. She stated the estimated cost to complete Phase 4 is \$1,565,000.00. She then stated Phase 5 is estimated to cost \$1,524,000.00. Discussion ensued regarding the timing of the repairs for Phase 4 and Phase 5. Ms. Hallaway stated BGE recommends beginning the repairs for Phase 4 in 2020 and Phase 5 in 2021.

Following review and discussion, Ms. Stagg moved to approve the engineer's report and authorize BGE to initiate design of the Phase 4 trunkline repairs, as recommended by the engineer. Mr. Forsyth seconded the motion, which carried by unanimous vote.

The Committee requested that the contract documents for the Phase 4 project require the contractor to televise the line after the repairs are complete.

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

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