

MINUTES
CINCO REGIONAL PLANT OPERATING COMMITTEE

October 8, 2020

John Savage	Harris County MUD 81
George Goff	Harris County MUD 81
Morgan Stagg	Cornerstones MUD
Tony Garza	Cornerstones MUD
Buddy Trotter	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 September 10, 2020, meeting of the Cinco Regional Plant (the "Plant") Operating Committee. After discussion, Ms. Stagg 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, Mr. Forsyth moved that the Committee approve the bookkeeper's report. Ms. Stagg 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 stated there are two broken impellers on blower no. 4 and recommended repair in the amount of \$15,625.00, plus labor costs. She stated Si will file an insurance claim for the repair. Discussion ensued.

After review and discussion, Ms. Stagg moved to approve the operator's report and approve proposal in the amount of \$15,625.00 plus labor for the repair of blower no. 4. Mr. Williams 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 draft Second Amendment to the Reclaimed Water Agreement has been distributed to the Plant Participants for review. Discussion ensued regarding the installation of an access road to the back side of the Plant. Ms. Carner stated that BGE is currently revising the exhibits to include an access road and finalize the configuration of the additional ground storage tanks. She stated she will provide a revised draft of the Second Amendment once the new exhibits are completed.

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 wiring 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.

REHABILITATION OF MAIN INFLUENT TRUNK LINE

Ms. Hallaway discussed the manhole inspections.

PHASE 4

Ms. Hallaway stated BGE is currently designing the Phase 4 trunk line rehabilitation project.

PHASE 5

Ms. Stagg requested a schedule for the repairs and costs for Phase 5 trunk line project.

DISCUSS OTHER MATTERS THAT COME BEFORE THE COMMITTEE

Ms. Hallaway discussed a collapsed manhole near the Plant site. She stated BGE obtained a proposal from Boyer, Inc., in the amount of \$238,000.00 for the repairs. Ms. Hallaway stated she believes the manhole collapse has created an emergency condition that may create a serious health hazard or unreasonable economic loss to the participants that requires immediate action. She recommended that the participants authorize application to the Texas Commission on Environmental Quality ("TCEQ") to proceed with the repairs on an emergency basis. After discussion, the Plant Participants agreed that the manhole collapse constitutes an emergency condition that may create a serious health hazard or unreasonable economic loss to the participants that requires immediate action. After discussion, Mr. Forsyth moved to (1) authorize application to the TCEQ to proceed with the repairs on an emergency basis; and (2) approve the proposal from Boyer, Inc., and award the contract to said contractor, based on the engineer's recommendation and subject to the review of the bonds and certificates of insurance provided by the contractor. Ms. Stagg 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

	Minutes
	<u>Page</u>
Bookkeeper's report.....	1
Operator's report.....	1
Engineer's report.....	2