

MAURICEVILLE MUNICIPAL UTILITY DISTRICT
BOARD MEETING MINUTES
Tuesday, June 21, 2016

BE IT REMEMBERED that a meeting was held on Tuesday, June 21, 2016 in the Board room of the Mauriceville Municipal Utility District with the following in attendance:

Board Members: Nelda Burton, President
Jon Sherwin, Vice President
Jay Scheiderer, Secretary
Russell Love, Director

Others Present: Brian Gipson, General Manager
Rex Peveto, Attorney for MMUD
Kimberly Richard
Jeff Beaver
Neston Barroeta
Deborah Riley
Spencer Fuss
John C. Letulle III
Penny Cox
Kristyn Porter
Alisha Rubio
Kathy Bourgeois

Not present: Corey Oldbury, Director

The meeting was called to order at 6:00 P.M. Jon Sherwin gave the Invocation and Jon Sherwin led the Pledge of Allegiance.

3. Comments from Public:

A customer inquired about the shut off valve policy, due to her account being disconnected and requiring the shut off valve per the MMUD policy. The Board and Brian Gipson requested that the customer contact the office and speak with Brian Gipson to resolve the matter.

4. Discussion and or possible action on Customer Leak Adjustments:

Deborah Riley: Motion by Jon Sherwin, seconded by Russell Love to approve the leak adjustment for Deborah Riley, account number 103416.

All Voted AYE: Motion Carried

Lisa Martin: Motion by Jay Scheiderer, seconded by Russell Love to approve the leak adjustment for Lisa Martin, account number 125105.

All Voted AYE: Motion Carried

Kimberly Richard: Motion by Jon Sherwin, seconded by Russell Love to approve the leak adjustment for Kimberly Richard, account number 469460.

All Voted AYE: Motion Carried

John C. Letulle III: Motion by Jon Sherwin, seconded by Jay Scheiderer to approve the leak adjustment for John C. Letulle III, account number 101684.

All Voted AYE: Motion Carried

5. Discussion and or possible action of continuing partnership with Mauriceville Volunteer Fire Department (MVFD) in regards to the services provided by the MVFD and resources utilized in these services:

Motion by Russell Love, seconded by Jay Scheiderer to have Brian Gipson provide the maps to Spencer Fuss.

All Voted AYE: Motion Carried

Comments: Jon Sherwin Explained he requested this agenda item because Spencer has asked for information from the District as well as the Board, and Brian has asked for information from the Fire Department and it seems like there may have been a communication problem. This would be a good setting for us to collaborate and to make sure everyone knows we are on the same page. Spencer Fuss explained that all he was really after was a map of the Districts line sizes. Brian Gipson explained that the District had completed those, and Spencer Fuss could have it. Spencer Fuss then explained as far as water usage that the Fire Department only runs 15 or so fires a year. They have one truck that hold 1800 gallons and one that holds 2000 gallons so a rough estimate would be about 5000 gallons a month. A conversation ensued over the corporative dealings between the Water District and the Fire Department for future growth of the area and District through grants and relationships.

6. Discussion and Possible action to consider and adopt changing the days and hours of operation for the district office to provide uninterrupted service to customers during regular business days:

Motion by Jon Sherwin, seconded by Russell Love to adjust the business hours were we are not closed for one hour during the day for lunch.

All Voted AYE: Motion Carried

Comments: Jon Sherwin explained this was an agenda item request by him so that we could keep the office open from 8:00 am to 5:00 pm during regular business days. Jon Sherwin explained that he knows we have talked about it off the record about maybe scheduling people to work a split lunch shift or whatever needed to happen, but he feels it would be fair to the customers to

provide uninterrupted service between the normal operating hours of 8:00 am and 5:00 pm. A conversation between the Jon Sherwin, Russell Love and Brian Gipson over the options for operations was held.

7. Approval of minutes from May 17, 2016 and June 2, 2016:

Motion by Jay Scheiderer, seconded by Jon Sherwin approving the minutes of the Workshop on Tuesday May 17, 2016 the Regular Board Meeting on Tuesday, May 17, 2016 and the special meeting on Thursday June 2, 2016.

ALL Voted AYE: Motion Carried

8. Expense accounts and bills for payment:

Motion by Jay Scheiderer, seconded by Russell Love approving the bills for May 2016.

ALL Voted AYE: Motion Carried

Comments: Jay Scheiderer inquired about the amount of checks for the month because of the short amount on the check register in the Board packet. Brian Gipson explained that was because the Meeting fell a week later in the month and required most of the bills be payed prior to the meeting. Jay Scheiderer inquired about the Monro's account were we paying a weekly charge because it looks like every week is the same like seventy dollars regardless of how many uniforms they receive. Brian Gipson explained yes we are billed weekly for the service. A conversation was had over the options and pricing of the District contract with Monro's. Nelda Burton inquired about the TRWA bill and did that mean we had some guys going to class. Brian Gipson explained that the bill was for a waste water class for our operator, CSI class for our inspectors and a conference for the Manager and Superintendent.

9. Discussion and possible action on reviewing alternate companies for engineering general services contract:

No action taken

Comments: Representatives from Schaumburg & Polk, Inc. passed out a Statement of Qualifications to the Board. An in-depth conversation over the Qualifications was had between the Board and Jeff Beaver, Neston Barroeta from Schaumburg & Polk, Inc.

10. Discussion and or possible action on Employee's Daily Job Duty Overview:

Postponed

11. General Managers Report:

Brian Gipson gave the monthly General Managers Report.

12. Closed meeting to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of and district officer or employee, under 555.074 of the act, regarding the following matter:

General Manager's Evaluation

Motion by Jon Sherwin, seconded by Russell Love to postpone the Managers evaluation for a later date not to exceed the end of the month.

ALL Voted AYE: Motion Carried

13. Closed meeting to deliberate with legal counsel:

Meeting closed at 7:17 P.M.
Meeting Opened at 7:52 P.M.

14. Comments:

Jon Sherwin asked Brian Gipson if there was a policy in place for power outages. Brian Gipson told him there was not. Jon Sherwin then asked if the power goes out for an hour does the office staff go home. Brian Gipson answer no. Jon Sherwin then asked what makes Brian Gipson decide when to send the office staff home. Brian Gipson explained half of a day. Jon Sherwin asked which is. Brian Gipson explained half a day would be at noon, and depend on Entergy's estimated repair time. A conversation over the options for power outages was held. Jon Sherwin explained that this all stems from customer service and wants that to be at the forefront for Brian Gipson to come up with any ideas to improve customer service. Jon Sherwin explained that he wants to give the customers every opportunity possible to have access to the District office.

15. Adjourn:

There being no further business, a motion was made by Jon Sherwin, seconded by Russel Love to adjourn the meeting.

ALL Voted AYE: Motion Carried

Nelda Burton adjourned the meeting.

MEETING ADJOURNED AT 8:00 P.M.

MMUD PRESIDENT

MMUD SECRETARY