

MAURICEVILLE MUNICIPAL UTILITY DISTRICT  
BOARD MEETING MINUTES  
Tuesday, May 17, 2016

**BE IT REMEMBERED** that a meeting was held on Tuesday, May 17, 2016 in the Board room of the Mauriceville Municipal Utility District with the following in attendance:

Board Members: Corey Oldbury, President  
Jon Sherwin, Vice President  
Nelda Burton, Secretary  
Jay Scheiderer, Director

Others Present: Brian Gipson, General Manager  
Keith Zotsky, Engineer  
Harry Broussard  
Ronnie Beard  
Corey Taylor

Not present: Joe Alford, Attorney for MMUD  
Rex Peveto, Attorney for MMUD

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

**3. COMMENTS FROM PUBLIC:**

No Comments.

**4. Appointment & Swearing in of person to fill the vacancy on M.M.U.D. Board created by Dennis Rountree's resignation which was effective as of 05/12/2016:**

No Action Taken.

**5. Reorganization of the M.M.U.D. Board:**

Motion by Jon Sherwin, seconded by Jay Scheiderer that the President of the M.M.U.D. Board shall be Nelda Burton.

Motion Carried  
Nelda Burton abstained.

Motion by Corey Oldbury, seconded by Jay Scheiderer that the Vice-President of the M.M.U.D. Board shall be Jon Sherwin.

Motion Carried  
Jon Sherwin abstained.

Motion by Jon Sherwin, seconded by Nelda Burton that the Secretary of the M.M.U.D. Board shall be Jay Scheiderer.

Motion Carried  
Jay Scheiderer abstained

**6. Discussion and or possible action on Customer Leak Adjustments:**

**Harry Broussard:** Motion by Jon Sherwin, seconded by Jay Scheiderer to approve the leak adjustment for Harry Broussard, account number 122820.

All Voted AYE: Motion Carried

**Corey Taylor:** Motion by Jon Sherwin, seconded by Jay Scheiderer to approve the leak adjustment for Corey Taylor, account number 445440.

All Voted AYE: Motion Carried

**Deborah Riley:** Motion by Jon Sherwin, seconded by Jay Scheiderer to postpone the leak adjustment for Deborah Riley, account number 103416.

All Voted AYE: Motion Carried

**7. Discussion and or possible action on Lynette Guedry Account:**

Motion by Jon Sherwin, seconded by Nelda Burton that no action be taken on this account.

ALL Voted AYE: Motion Carried

**8. Discussion and or possible action on transferring the Districts general services contract with CB&I Engineering to LJA Engineering:**

Motion by Jon Sherwin, seconded by Nelda Burton to postpone the agenda item until the June meeting to review the transfer agreement and explore other options.

ALL VOTED AYE: Motion Carried

**9. Discussion and or possible action on a bulk water policy:**

Motion made by Jon Sherwin, seconded by Jay Scheiderer to postpone the agenda item.

ALL VOTED AYE: Motion Carried

*Comments:* An in-depth conversation on the Bulk Water Policy was had. The Board made recommendations for Brian Gipson to look into multiple options to form the policy.

**10. Approval of minutes from April 19, 2016 and May 11, 2016:**

Motion made by Jon Sherwin, seconded by Jay Scheiderer approving the minutes from April 19, 2016 and May 11, 2016.

ALL Voted AYE: Motion Carried

**11. Expense accounts and bills for payment:**

Motion made by Jon Sherwin, seconded by Jay Scheiderer approving the bills for April 2016.

*Comments:* Nelda Burton inquired about the invoice from CB&I for the coordinating with the M.U.D. for warranty replacement. Keith Zotsky explained it was for their time on site with M.M.U.D. and the CL2 equipment rep. Corey Oldbury explained that the issue is why do we have to pay for the engineers to diagnose the issue when it should be under warranty. Keith Zotsky explained that the warranty was for the equipment and not for consulting services. Jon Sherwin inquired about the electrical equipment and relays purchased for the month. Brian Gipson explained those were purchased for the repair of the E1 pumps. Jon Sherwin inquired about the AT&T bill and specific numbers. Brian Gipson explained what each number went to. Jon Sherwin made the recommendation that Brian Gipson look into Birch Phone Company for better pricing. Jon Sherwin would like Brian Gipson to look into long distance calls made from the office numbers. Jon Sherwin inquired about the vendor options and pricing for the waste water pumps. Brian Gipson explained that the pump company we are using is the distributor for the style pump we use for this area. Jon Sherwin inquired about the Entre Telephone system how it was working and the current invoice. Brian Gipson explained the system seemed to be working well, and the invoice was for programming of a new phone replaced under warranty. Jon Sherwin inquired about the installation contractors. Brian Gipson explained that it seemed to still be working out well, and that the contractors are getting the installs done in a timely fashion and so far no complaints from the customers. Jon Sherwin inquired about the Munro's uniform service charges. Brian Gipson explained that the company had made some billing mistakes and our bookkeeper caught them and Munro's credited us for those mistakes. Jon Sherwin inquired as to how many employees have uniforms. Brian Gipson explained that 7 employees have uniforms with the company. Jon Sherwin presented Brian Gipson with an equivalent invoice and recommended looking into the Districts options and rates. Jon Sherwin inquired as to what the policy was for buying boots for the field employees. Brian Gipson explained that the field employees get one pair of rubber boots per year as needed except for the pump tech and he gets one pair of steel toe work boots per year as needed, unless damage to the rubber boot is job related and not in the control of the employee. Nelda Burton inquired about the Verizon bill and why the charges were so high for Johnney Davis.

Brian Gipson explained that was the equipment cost for the new phones and tablet upgrades and that he did not know why they put it all on his. Nelda Burton then inquired about the data usage on the phones. Brian Gipson explained he would look into if the data was being used during work hours or not.

**12. General Managers Report:**

Brian Gipson gave the monthly General Managers Report.

*Comments:* Jon Sherwin inquired about the lost water percentage. A conversation was held on what could be causing the high percentage and what could or needs to be done to correct the problem. Nelda Burton explained that she had received a call about a leak that had been occurring for a long period of time and why was this not fixed. Brian Gipson explained the procedures for trying to pinpoint a leak before digging to make repairs.

**13. Closed meeting to deliberate with legal counsel:**

No Action Taken.

**14. COMMENTS:** Jon Sherwin went back to the conversation brought up by Nelda Burton about the water leak brought to Mr. Burton by one of his constituents claiming that they had a water leak for an extended amount of time. Jon Sherwin explained that he had gone and visited with both customers about the leak and both customers told him that they had told the lady in the front office repeatedly about the leak. Jon Sherwin explained that they told him that they were told that the District did not repair leaks until there was a blow out, His problem with this is that our people should have the tact to not just throw something out and not explain it or not say things like that at all. Jon Sherwin explained that he knows that Brian Gipson is working with the office staff, but he is still getting the vibe from the customers that there is this friction up front and asks that Brian Gipson work with the staff and utilize the training opportunities for them. Jon Sherwin explained that he believes if Brian Gipson had a policy in place were if we had a water leak complaint that they write it down and bring it to him immediately so he will know there is a problem to check into. Jon Sherwin explained we have three employees working the front office and it is the perfect opportunity to extend the office hours to keep the office open through the lunch hour. Nelda Burton inquired about First Baptist Church and what can be done by the District to help them with their waste water problems they are experiencing. Brian Gipson explained that when the District has been out to check the system recently that there has been nothing wrong with the Districts equipment, but that the Church has a lot of infiltration from what he assumes is broken pipes of some sort. Brian Gipson explained that the District has the capability to smoke test the system for them if they call and schedule it. Nelda Burton inquired about the County waste water grant program. Brian Gipson explained that the District had been working with the County for a few years on this project. Jon Sherwin thanked Corey Oldbury for serving as President of the Board. Corey Oldbury explained he feels Nelda Burton will be a better President because of her resources.

**15. ADJOURN:**

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

ALL Voted AYE: Motion Carried

Nelda Burton adjourned the meeting.

MEETING ADJOURNED AT 8:06 P.M.

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MMUD PRESIDENT

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MMUD SECRETARY