

Approval of Minutes from  
November 21, 2022  
Board Meeting

**REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
LUMBERTON MUNICIPAL UTILITY DISTRICT**

The regular meeting of the Board of Directors of the Lumberton Municipal Utility District was held on Monday, November 21, 2022, at 6:30 p.m. at the offices of the District pursuant to notice duly posted in accordance with the law. The following members of the Board were present:

David Desormeaux

Roger Smith

David Pitchford

Jimmy Burk

Nick Carter

Also present were Robb Starr, Carla McGallion, Benny Lewis and BJ Lee-Lewis as employees of the District, Toby Davis of LJA Engineering, and Kate Leverett of Germer PLLC as legal counsel for the District.

Agenda Item No. 1: Prayer and Pledge. A quorum being present, the meeting was called to order where the prayer was led by Director Pitchford, and the pledge was led by President Carter.

Agenda Item No. 2: Public Comments on Agenda Items. None.

Agenda Item No. 3: Minutes from October 16, 2022, Board Meeting. The Minutes of the October 17, 2022, were approved, however, a misspelling on page 6, section B was noted.

Agenda Item No. 4: Presentation by Engineers—Wastewater Plant and Collection System Improvements Update-LJA Engineering. The Board recognized Toby Davis who made a presentation on the status of the Wastewater Treatment Plant Rehabilitation Project. Mr. Davis informed the Board that thirty percent (30%) of the plans had been finalized, and LJA would submit them on December 15, 2022. He also stated he would present the budget at the December meeting

and had scheduled a meeting with staff for January 4, 2023 to review the plans. Additionally, he stated they had submitted the TCEQ Discharge Amendment Application, and TCEQ had preliminarily suggested a lower BOD limit. Further, the survey and geotechnical had been completed. Overall, the project continues to move forward.

Agenda Item No. 5: **Resolution 2022-10-Amend the 2022-2023 Budget for an Assistant District Manager Position.** The Board recognized Mr. Starr who requested the budget be amended to include an Assistant District Manager position with a salary of approximately \$105,000. After discussion and upon motion duly made by Director Pitchford and seconded by Director Desormeaux, the budget amendment was approved and passed unanimously.

Agenda Item No. 6: **Assistant District Manager Job Description.** The Board again recognized Mr. Starr who presented a job description for an Assistant District Manager. After review and upon motion duly made by Director Burk and seconded by Director Pitchford, the job description was approved and passed unanimously.

Agenda Item No. 7: **Amend the District Wage and Classification Plan Section 3.0 “Incentive Pay Program.”** The Board again recognized Mr. Starr who informed the Board this item was only to clean up the language set forth in Section 3. After discussion and upon motion duly made by Director Smith and seconded by Director Desormeaux, the amendment was approved and passed unanimously.

Agenda Item No. 8: **Manager’s Report.**

A. **Presentation of Financial Statement and Accounts Payable.** The Board recognized Carla McGallion who presented the financial statements and accounts payable reports from Wells Fargo Bank and PNC Bank. Ms. McGallion reviewed the bank balances followed by the accounts payable in the amount of \$529,051.73. Ms. McGallion also

reviewed the capital budget year-to-date and the schedule, maintenance and repair summary. Ms. McGallion finally reviewed the 5-year to monthly average report along with the adjustments to customer accounts and the financial graphs and charts for the month.

**B. Presentation of Production Report and Operations Report.** The Board recognized Benny Lewis who began his report by noting the District had no accidents this past month and did not exceed any permit limits. Mr. Lewis then reviewed the monthly production report as well as the charts and graphs of system operations. Mr. Lewis also reviewed customer usage and customer profiles. Mr. Lewis asked for questions from the Board.

**C. Presentation of Current Projects.**

**1.) Lead and Copper rule change.** Mr. Starr began by informing the Board of the rule change regarding lead and copper the EPA is slowly rolling out. He discussed areas in the District that may have lead and copper lines which may have to be replaced.

**2.) Holiday Schedule.** Mr. Starr reviewed the upcoming schedule with Thanksgiving and Christmas on the horizon and informed the Board of when the Christmas party would be scheduled.

**3.) Area Tax Comparison.** Mr. Starr reviewed adjacent jurisdictions tax rates so the Board could understand where their tax rate stood in comparison to others.

**D. Presentation of Director's Reports.** None.

Agenda Item No. 9: **Public Comments.** None.

Agenda Item No. 10: Payment of Bills. After discussion and upon motion duly made by Director Pitchford and seconded by Director Burk, the accounts payable were approved for payment as presented.

Agenda Item No. 11: Adjournment. There being no further business, the meeting was adjourned at 7:28 p.m.



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President of the Board

ATTEST



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Secretary of the Board