

Approval of Minutes from  
January 22, 2024  
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, January 22, 2024, 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:

Jimmy Burk

David Desormeaux

David Pitchford

Roger Smith

Absent: Nick Carter

Also present were Robb Starr, Carla McGallion, Mike Tywater and Benny Lewis as employees of the District, Jared Defrancis of LJA Engineering and Guy Goodson 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 and pledge were led by Vice President Smith.

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

Agenda Item No. 3: Minutes. The Minutes of December 18, 2023 meeting were unanimously approved as presented.

Agenda Item No. 4: Presentation by Engineers – Wastewater Plant and Collection System Improvements Update - LJA Engineering. The Board recognized Jared Defrancis who presented the LJA Project Status Report dated January 22, 2024. Mr. Defrancis noted that LJA Engineering was continuing development of plans and specifications along with District staff on construction sequencing, equipment procurement and bid proposal process. Mr. Defrancis noted the civil design

was complete and the electrical and structural design was to be completed in the month of January along with completion of specifications for project elements. Mr. Defrancis went on to note that the TCEQ wastewater discharge permit was in the 30-day comment period which would end in early February, and the TWDB environmental review with its findings of no significant impact (FONSI) had been issued, and the District was awaiting the final approval letter. Mr. Defrancis closed with discussing the wastewater treatment plant project noting the TWDB had accepted the final Engineering Feasibility Report. Mr. Defrancis then reviewed the wastewater collection system project and noted design completions for the manhole repair at Matthews Lane and the rehab at Pineburr to Horn Road with no other changes for the other lift station projects or GIS mapping. Questions followed from the Board including from Director Pitchford the amount of time it had been required to reach the end of the design and permitting period and concern on the time ahead for the project bidding construction and completion. The District Manager then provided responses to Board questions.

**Agenda Item No. 5: Resolution 2024-1, Resolution Calling Directors' Election for Lumberton Municipal Utility District on May 4, 2024.** Legal counsel reviewed Resolution 2024-1 with the revision in the third and fourth "whereas" to correct the designation of the Agreement with Hardin County as an election services agreement rather than a joint election agreement. After discussion and upon motion duly made by Director Desormeaux and seconded by Director Pitchford, the Board unanimously approved Resolution 2024-1 as revised.

**Agenda Item No. 6: Authorize District Manager to sign database maintenance contract with Harris Computers.** The Board recognized the District Manager who presented the Harris Computers Database Maintenance Program including iRECOVERIT Disaster Recovery and iONE Re-Setup. After discussion and upon motion duly made Director Burk and seconded by Director Pitchford, the

Board unanimously approved the execution of the database maintenance contract with Harris Computers.

Agenda Item No. 7: Appointment of Lumberton Municipal Utility District Committees:

- A. Investment Policy Committee
- B. Audit Policy Committee
- C. Sexual Harassment Policy Committee
- D. Fraud Policy Committee

A review of the committee roster was made and after discussion and upon motion duly made by Director Burk and seconded by Director Pitchford, the Board unanimously ratified the membership of the Board committees as currently set.

Agenda Item No. 8: Manager's Report.

**A. Presentation of Financial Statement and Accounts Payable.** The Board recognized Carla McGallion who reviewed the bank account statements showing deposits at First Financial Bank of \$32,165,632.50 and the noted portfolio pledge of assets. The District was proceeding with closing its outstanding accounts at Wells Fargo. Ms. McGallion then reviewed the accounts payable in the amount of \$380,104.42 and noted certain unusual expenditures including comfort controls for updated thermostat control units. Ms. McGallion reviewed the budget year-to-date showing a monthly exceedance of revenue of expenses in the amount of \$26,997.84 as well as the 5-year to month average revenues. A review of the account adjustments followed and closed with presentation of the financial graphs and charts. The Board thanked Ms. McGallion for the presentation.

**B. Presentation of Production Report and Operations Report.** The Board recognized Benny Lewis who indicated there were no operational issues at the wastewater treatment plant and one recorded accident with no loss time. Mr. Lewis did advise the Board the recent freezing temperatures had not played a significant impact on operations, but the District did respond to a

number of customer calls due to broken water system pipes. Mr. Lewis then presented the Production Report showing 10,382 equivalent units for District facilities and noted the year-to-date water loss was 6%. Mr. Lewis also noted the significant rise in rainfall for the year which was providing issues for the District dealing with utility and fiber optic contractors. Mr. Lewis presented the monthly charts and graph system operations and customer profiles, the vehicle maintenance and mileage report as well as the complaint log.

**C. Presentation of Current Projects**

- **Disconnect Policy.** The Board recognized Mr. Starr who presented various scenarios of customer situations and recommended the District revisit and possibly revise its disconnect policy. Comments followed from the Board, and Mr. Starr stated he would provide an update to the disconnect policy.
- **Room Rental.** Mr. Starr stated there had been a number of requests by individuals or groups for long-term rental of the District's Board of Directors room. A discussion followed, and the Board concurred they did not wish to amend its policy for rental of the Board room to provide persons access to the room on a long-term basis.

**D. Presentation of Directors' 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.

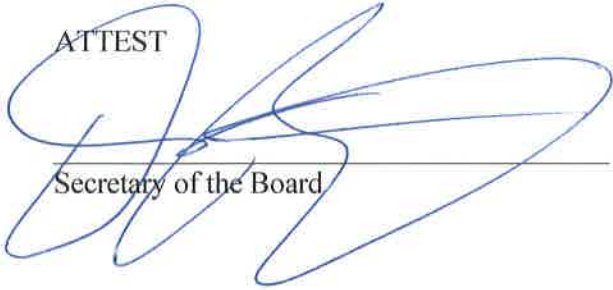
Agenda Item No. 11: Adjournment. There being no further business, the meeting was adjourned at 7:34 p.m.



---

President of the Board

ATTEST

A large, stylized handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Secretary of the Board