

Benbrook Water Authority
1121 Mercedes Street
Regular Meeting
September 19, 2017
5:30 p.m.

The Board of Directors for the Benbrook Water Authority met in a regular meeting on September 19, 2017 with the following Directors present:

President Dennis L. Lindgron
Vice-President Pat Dunkin
Secretary Rick Whitehurst
Director Robert Cook
Director David Clark

Also Present:

David Wasson, General Manager
David Smith, Assistant General Manager
Sheila Rushing, Recording Secretary
Gail Jergins, Director of Finance

Others Present:

Brian Newby, Attorney
Jessica Brown, Freese & Nichols
Hubert Collier, Collier Consulting
Tammi Cauthen, Pinnacle Bank
Anita Grogan, Pinnacle Bank
Gail Collier
Dan Tully

President Lindgron called the meeting to order at 5:30 p.m. and Mr. Wasson gave the invocation.

Consent Agenda

1. Minutes of the Regular Meeting August 1, 2017
2. Minutes of the Regular Meeting August 15, 2017
3. Minutes of the Special Meeting August 29, 2017
4. Financial Statement for August 2017
 - 1) Revenues \$1,179,332.14
 - 2) Expenditures \$818,039.11
5. Disbursements for August 2017
 - 1) Deposits & Credits \$1,088,514.45
 - 2) Disbursements \$782,628.86
6. Snow Garrett Williams Letter of Engagement for 2017 Annual Audit.
7. Consider and possibly approve Contract Change Authorization Form Amendment No. 24 with Freese & Nichols for the General Engineering Services Agreement.

Motion was made by Secretary Whitehurst, second by Director Cook to approve the consent agenda as presented.

Vote on motion.

Ayes: Director Cook, Secretary Whitehurst, President Lindgron, Vice-President Dunkin, and Director Clark

Noes: None.

Motion carries.

Reports of Directors

1. Discussion on changing Board of Directors Meeting time.

Secretary Whitehurst noted that he thought it would be beneficial to change the Board of Directors meeting time to the afternoons. By doing so, it would enable staff to leave at their normal time and in addition, others such as engineers and attorneys would not have to fight the 5:00 traffic.

After some discussion, motion was made by Vice-President Dunkin second by Secretary Whitehurst to change the start time of the Board of Directors meeting to 2:30 p.m. effective immediately.

Vote on motion.

Ayes: Secretary Whitehurst, Vice-President Dunkin, Director Clark, and Director Cook.

Noes: President Lindgron.

Motion carries.

Reports of Manager

Mr. Wasson gave a brief report on the following:

1. Staff Reports
 - Included in Board packets for review and discussion.
2. Development Updates
 - Villas at Boston Heights; Palomino Estates Phase III; and Sundown Drainage Improvements.
3. Capital Improvements / Renewals
 - Northwest Winscott Addition Sanitary Sewer; UPRR 12 inch Waterline Relocation; Boston Elevated Tank Rehabilitation; Mary's Creek Gabion Repair; Mary's Creek Waterline Crossing; Williams Road Pump Station Improvements; Western Hills Booster Pump Station; US377 Utility Adjustments; Aquifer Storage & Recovery; and 2016 Bond Issue Update

Reports of Engineer

Freese & Nichols

Ms. Brown gave a brief report on the following projects.

1. General Engineering Services
2. Under Separate Contract
 - Ridglea Country Club Drive Water Line Project(SAPES 2011-112)
 - NW Winscott Addition (SAPES 2016-112)

Garver

A report was included in the packets for review.

- BWA 2016-111 UPPR Waterline Relocation

Presentation from Collier Consulting

1. Update on Aquifer Storage Recovery (ASR) Feasibility Study

Mr. Collier gave a brief presentation on the ASR Feasibility Study and explained the benefits of extending the contract to include supplemental water sampling and baseline well assessments. Mr. Collier explained that as the work has progressed, the need for additional water quality and well infrastructure data has been identified. The data collected will be necessary for the geochemical modeling.

New Business

1. Consider, discuss and possibly approve additional professional services with Collier Consulting for supplemental water sampling and baseline well assessments in relation to the aquifer storage and recovery (ASR) Phase I Feasibility Study

After a brief discussion, motion was made by Director Clark, second by Secretary Whitehurst to authorize the General Manager or his designee accept the water sampling and baseline well assessment tasks proposed by Collier Consulting for a fee not to exceed \$28,300.

Vote on motion.

Ayes: President Lindgron, Vice-President Dunkin, Director Clark, Director Cook and Secretary Whitehurst.

Noes: None.

Motion carries.

2. Consider, discuss and possibly award the Construction Contract for Gabion Protection of existing water line at US 377 and Mary's Creek – BWA Project No. BWA 2016-115

Mr. Smith noted that in 2016, BWA entered into an agreement with Brown and Gay Engineers to prepare plans and specifications to address an exposed water main that crosses Mary's Creek immediate west of US 377. Bids for the improvements were received

on August 29, 2017. The apparent low bidder was ARK Contracting and the Engineer has reviewed and tabulated the bids received and recommends the contract be awarded to the low bidder.

Motion was made by Secretary Whitehurst, second by Director Clark to award the contract for the Gabion Protection of Existing Waterline at Mary's Creek and US 377 to ARK Contracting for an amount of \$110,270.00 and authorize the General Manager or his designee to execute the agreement.

Vote on motion.

Ayes: Vice-President Dunkin, Director Clark, Director Cook , Secretary Whitehurst and President Lindgron.

Noes: None.

Motion carries.

3. Consider, discuss and possibly approve Pipeline Agreement with UPRR for 12 inch Waterline Project No. 2016-111

Mr. Smith advised the board that along with other improvements, this project involves the abandonment of water mains currently within right of way and the construction of four (4) waterline crossings of the railroad. Staff and BWA's Attorney have reviewed the pipeline crossing agreements and find them to be in order.

After a brief discussion, motion was made by Secretary Whitehurst, second by Vice-President Dunkin to approve the Pipeline Agreement with UPRR as presented.

Vote on motion.

Ayes: Director Clark, Director Cook, Secretary Whitehurst, President Lindgron and Vice-President Dunkin.

Noes: None.

Motion carries.

4. Consider, discuss and possibly award BWA Banking Services Contract.

Mr. Wasson advised the board that bids were originally solicited and opened on August 17, 2017 and after reviewing the bids and speaking with the BWA Attorney, it was determined that BWA should re-solicit in a different format and request additional information. New bids were opened September 15, 2017 and after careful review, staff recommends awarding the Banking Services Contract to Pinnacle Bank.

After much discussion, motion was made by Secretary Whitehurst, second by Vice-President Dunkin to award the Banking Services Contract to Pinnacle Bank for a three year term beginning October 1, 2017 and going through September 30, 2020.

Vote on motion.

Ayes: Director Cook, Secretary Whitehurst, President Lindgron, Vice-President Dunkin, and Director Clark.

Noes: None.

Motion carries.

Public Comment

There was no public comment.

Director / Staff Comment

There was no Director or Staff comment.

There was no need for Executive Session therefore it was canceled.

There being no further business, the meeting adjourned at 6:17 p.m.

Board President

Date

Recording Secretary