

**Benbrook Water Authority
Board of Directors Regular Meeting
1121 Mercedes Street
Benbrook, TX 76126
January 3, 2023
3:00 p.m.**

The Board of Directors for the Benbrook Water Authority met in a regular meeting on January 3, 2023 with the following Directors present:

President Karen Henderson
Vice-President Nick Dons
Secretary Rick Whitehurst
Director David Hafer

Absent:

Director David Clark

Also Present:

David Smith, General Manager
Sheila Rushing, Recording Secretary
Rhett Clark, Finance Division Manager

President Henderson called the meeting to order at 3:03 p.m. and Secretary Whitehurst gave the invocation.

Citizen Comments on Agenda Items

There were no comments.

Consent Agenda

1. Minutes of the November 29, 2022 Board of Directors Special Meeting
2. November 2022 Financials
3. Renewal of Retainer Agreement with Rogue for Professional Services

Motion was made by Secretary Whitehurst, seconded by Vice-President Dons to accept the Consent Agenda as presented.

Motion passed (4-0)

President Henderson stated that for future updates with Rogue, she would like to see a section for Social Media assistance.

Request to Appear Before Board of Directors

1. David Dietrich – Winter Quarter Averaging for individuals with pools.

Mr. Dietrich was not present.

General Manager's Report and Updates

Mr. Smith gave a brief update on the following:

1. Appointment to Capital Improvements Advisory Committee
2. Administration Building Expansion / Remodel Project
3. South Benbrook Wastewater Collection System Planning
4. Water Treatment Plant Filter Update
5. Westerly Road Channel and Dawn Drive Channel Improvements

Mr. Smith stated the Westerly Road and Dawn Drive Channel Improvements item will be considered in New Business. He stated the City of Benbrook, working with their engineer have prepared plans for a drainage channel improvements project located behind the homes along Westerly Road from Chapin south to Circle S. Road in North Benbrook. During a cursory review of the preliminary plans, BWA staff identified an older 6-inch cast iron water main that crosses the channel above ground and is currently exposed. Staff asked the City of Benbrook to consider including the lowering of the waterline as an alternate bid to the contract and based on the apparent low bid, this will cost \$31,556 (reimbursed to the City of Benbrook)

New Business

1. Consider Authorization for Water Treatment Plant Analytical Equipment Purchase (Turbidimeters).

Mr. Smith stated that many of the Authority's turbidimeters have been in service sine 2004 and are nearing the end of usual life. BWA received a quote from Hach Corporation for the purchase of six turbidimeters to be used at various locations within the water treatment process, sixteen to measure the finished water turbidity from each filter. The cost for this is \$87,651.52 and is available in the 2023 Operating Budget.

Motion was made by Secretary Whitehurst, seconded by Vice-President Dons to approve the purchase of 22 turbidimeters and related accessories from Hach Corporation in the amount of \$87,651.52 as proposed.

Motion passed (4-0)

2. Consider Authorization of Backhoe Purchase

Mr. Smith stated that procurement of this equipment was planned in the budget adopted by the Board for 2023. BWA has received a price proposal for a 2023 John Deere 310P from RDO Equipment. The total cost to the Authority is \$117,546.72.

Motion was made by Secretary Whitehurst, seconded by Director Hafer to approve the purchase of the 2023 John Deere 310P Backhoe from RDO Equipment in the amount of \$117,546.72 as proposed.

Motion passed (4-0)

3. Consider Annual Requirements Contract for Tank Cleaning Services

Mr. Smith stated to ensure the quality of water delivered to the customers, to ensure water storage facilities remain in good working condition and in accordance with TCEQ rules, BWA conducts annual inspections and selected cleaning services with an outside vendor. On November 29, 2022, BWA received 2 bids and the apparent low bidder was submitted by CONSOR Engineers, LLC dba U.S. Underwater Services for a total bid of \$74,950.

After a brief discussion, motion was made by Secretary Whitehurst, seconded by Vice-President Dons to award the annual requirements contract for Potable Water Tank Cleaning and Inspection to CONSOR Engineers, LLC dba U.S. Underwater Services for a total bid price of \$74,950.

Motion passed (4-0).

4.Consider Expenditure of up to \$31,556 in Conjunction with the City of Benbrook Westerly Channel Improvements Project.

As discussed previously in the Manager reports, motion was made by Secretary Whitehurst, seconded by Vice-President Dons to approve expenditure of up to \$31,556 in conjunction with the City of Benbrook Westerly Channel Improvements Project.

Motion passed (4-0)

Public Comment

There were no public comments

Director / Staff Comment

There were no comments.

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

There being no further business, the meeting adjourned at 3:23 p.m.

Board President

Date

Recording Secretary