

Bolivar Peninsula Special Utility District
Minutes of the Regular Meeting February 12, 2008

Directors Present

Lynette Johnson-Hardcastle, President
George Strong, Vice President
Al Altemus, Treasurer
Harold Guidry, Secretary
Jack Blume
Jackson Cowart
David Fortenberry
Mary Ellen Smith
Dennis Stafford

Staff Present

Jennifer McKnight, Gen. Mgr.
Barbara Cowie, Office Mgr.
Kenny Strimple, Plant Mgr.
Clifford Howard, Utility. Mgr.

Others Present

Guy Goodson
Rick Bourque
Jack Haigh
Mike Hurlbert
John Lee

Item #1 Call to Order: President Johnson-Hardcastle declared a quorum present and called the meeting to order at 6:00 p.m.

Item #2 Pledge and Moment of Silence: The Pledge of Allegiance was cited by all present and Mr. Blume led the invocation.

Item #3 Minutes: **Mr. Altemus made a motion to approve the minutes of the regular meeting on January 15, 2008. Mr. Fortenberry seconded the motion. Motion passed. (Unanimous)**

Item #4 Public Comments: None

Item #5 Committee Reports: *Audit & Finance:* Mr. Blume stated that the committee met today to review the check register, revenue accounts, bank statements, and invoices and found all was in order.

Item #6 Manager's Report: Ms. McKnight presented the Manager's Report.

Item #7 Request by George Vratiss: **Mr. Strong made a motion to approve a request by George Vratiss to add a six inch tap to the 20 inch water line at the south end of the Bolivar Peninsula RV Park on Highway 87 with the cost for the tap paid by Mr. Vratiss. Mr. Guidry seconded the motion. Motion passed. (Unanimous)**

Item #8 Request by Bret Morrison: **Mr. Blume made a motion to approve a request by Bret Morrison to move the fire hydrant at 1239 Lagoon Drive with the cost to move paid by Mr. Morrison. Mr. Stafford seconded the motion. Motion passed. (Unanimous)**

Item #9 District Administrative Policy A-09: **Mr. Strong made a motion to adopt District Administrative Policy A-09 (attached), establishing an annual schedule to write off bad debt from the District books and allowing this to be done by the District Office Manager presenting a list to the District General Manager and both signing the list. Mr. Guidry seconded the motion. Motion passed. (Unanimous)**

Item #10 District Purchasing Policy P-07: **Mr. Altemus made a motion to adopt District Purchasing Policy P-07 (attached), allowing the District General Manager to approve change-orders to self-funded District projects where the accumulative amount of the change-orders do not exceed \$15,000.00 per project. Mr. Strong seconded the motion. Motion passed. (Unanimous)**

Item #11 Engineering Proposal: **Ms. Smith made a motion to approve the engineering proposal submitted by Schaumburg and Polk, Inc. in the amount of \$87,000.00 for engineering services related to the design of water line improvements on Atkinson Street, Johnson Road, Johnson-Crawford Road, and Crystal Beach Road, with the contract amendments made by District legal counsel. Mr. Cowart seconded the motion. Motion passed. (All for except Strong against)**

Item #12 Discussion on Vacant Director Position: President Johnson-Hardcastle requested that Ms. Smith chair the Personnel and Policy Committee and that she be removed from the Audit and Finance Committee. She also asked that Mr. Altemus serve on the Personnel and Policy Committee. She asked that the Personnel and Policy Committee interview candidates for the Director position vacated by Mr. Oehlers and bring a recommendation to the Board at the March meeting.

Item #13 Resolution for the 2008 Coastal Federal Legislative Agenda: Mr. John Lee with Galveston County Office of Emergency Management presented a resolution for the Board's approval supporting the 2008 Coastal Federal Legislative Agenda. Mr. Lee stated the resolution has been approved by many local governmental entities in the County and that the resolutions will be taken to Washington DC and will be presented to area representatives. **Mr. Blume made a motion to approve the resolution supporting the 2008 Coastal Federal Legislative Agenda in honor of Mr. Eddie Oehlers, who worked very hard over the years on these projects to make the Peninsula a safer and better place to live. Ms. Smith seconded the motion. Motion passed. (Unanimous)**

Item #14 Mutual Aid Agreement: **Ms. Smith made a motion to approve the Mutual Aid in Disaster Assistance Agreement with Galveston County pending County legal counsel approval. Mr. Strong seconded the motion. Motion passed. (Unanimous)**

Item #15 Executive Session: The open meeting was closed at 7:02 p.m. to meet in closed or executive session pursuant to §551.071 of the Texas Open Meetings Act to conduct private consultation with legal counsel as to pending or contemplated litigation or settlement offers regarding employment claims of Michael Hurlbert.

Item #16 Reconvene Open Session: The open meeting was reconvened at 7:30 p.m.

Item #17 Action on Executive Session: President Johnson-Hardcastle stated that the Board had received a report from legal counsel and no action will be taken.

Item #18 Director's Comments: Ms. Smith stated she will miss Mr. Oehlers. Mr. Strong stated he too will miss Mr. Oehlers and that a very nice memorial was held to honor him. Mr. Blume stated that it was an honor to have served with Mr. Oehlers and that he will miss him at the meetings. President Johnson-Hardcastle said she agrees with Mr. Blume and she will miss Mr. Oehlers. She thanked Mr. Cowart for bringing the King Cake to the meeting.

Item #19 Next Meeting: President Johnson-Hardcastle set the date for the next meeting on Monday, March 10, 2008.

Item #18 Adjournment: **Ms. Smith made a motion to adjourn at 7:35 p.m. Mr. Guidry seconded the motion. Motion passed. (Unanimous)**

CERTIFICATION

I, the undersigned, do certify the above to be a true and correct record of the meeting of the Board of Directors of the Bolivar Peninsula Special Utility District, February 12, 2008.

Harold Guidry, Secretary