

Bayview Municipal Utility District  
Regular Meeting Minutes for January 16, 2025

Present: Brian Weisinger, Nick Maudlin, Ed Koch, Leland Gregory,  
James Wistinghausen, Richard Evans, Janice Hoffman and Rich Oller

Guest Present: Elizabeth Clampett, Mike Miller, Ben Miller, George Miller and  
Kelsie Miller

Not Present: Steve DonCarlos

Call Meeting to Order at 5:00 pm

- 1) Pledge
- 2) Approve the Minutes of December 19, 2024, Regular Board Meeting. James Wistinghausen made a motion to approve the Minutes of December 19, 2024, Regular Meeting, seconded by Nick Mauldin. All in favor, motion carried.
- 3) Comments from District's Residents. Mike Miller started the discussion regarding the easement. Rich Oller explained to Mike Miller that the easements will be used for the sewer only to be moved from Highway 146 to that easement. Mike Miller said there has been no communication with the District, the District's engineer, employees, or the realtor hired by the District. The directors said there will be communications from now on.
- 4) Discuss and Engage Auditors for Fiscal Year Ending December 31, 2024. James Wistinghausen made a motion to approve engaging the Auditors for the fiscal year ending December 31, 2024, seconded by Leland Gregory. All in favor, motion carried.
- 5) Review and Possible Approval Regarding Commercial Real Estate, Elizabeth Clampett to Negotiate for the Easements and land purchase by the plant. Elizabeth Clampett updated the Board. She talked with the Millers and Stomps, not been able to contact Alec from The Duck. Stomps are good.
- 6) Engineer's Report – Rich Oller
  - a) Update on TxDot Hwy 146 Expansion, Proposed Utility Relocation & Easement Right of Way Estimate of cost of relocating water/sewer lines, updates on TxDOT and Highway 146 Projects, Construction Phases, Timeline and Action if Needed
  - b) Bidding process for work to be accomplished – West and East side of Hwy 146. Rich Oller stated we must move the lines before TxDOT puts their boxes in. Everything approved on the West side.
  - c) Presentation, Discussion and Possible Action on any item discussed under the Engineer's Report
  - d) Miles lift station topo of site to start development of design documents. The topo and site plan are done.
  - e) Clearing of Miller Easement and then topo including Demrod to allow for reversal of flow direction, Demrod to Miles

- 7) Superintendent's Reports - Richard Evans
  - a) Water and Wastewater Reports for December 2024 Water 107,000 average per day, Wastewater 140,000 average per day
  - b) Report for December 2024 Field Work. Monthly water samples came back good. Cleaned trash out of Miles lift station pumps. Repaired two water leaks: curbstop at 3231 Charles and the other at 2" main at 906 Reppert. Annual tank inspections are done.
  - c) Drought Status. Almost 5.25" of rain for the month of December and the reservoirs are at 94%.
  - d) Zenner USA – Update on Reading Issues with Advance Metering Infrastructure (AMI) and Action if Needed. Still working on meters.
  - e) Review and Discuss Update on Smoke Testing and the Moratorium on Water and Sewer Connections and Action if needed. Too wet for smoke testing.
  - f) Other Correspondence, Updates and Possible Action Items. Having issues with the blowers at the Treatment plant is not running. Lone Star Blower was called, they came out around 2 pm and they are still working on the blowers. There were generator issues at the treatment plant as well.
  
- 8) Office Manager's Reports – Janice Hoffman
  - a) Discuss and Approve the Account Summary December 2024. Edward Koch made a motion to approve the Accounting Summary December 2024, seconded by James Wistinghausen. All in favor, motion carried.
  - b) Payables and Deposits Report for December 2024
  - c) Discuss the Income and Expense Statement December 2024
  - d) Review and Approve 4<sup>th</sup> Quarter Investment Report Ending December 31, 2024. James Wistinghausen made a motion to approve the 4<sup>th</sup> Quarter Investment Report Ending December 31, 2024, seconded by Edward Koch. All in favor, motion carried.
  - e) Street Light replacement with LED Update. No updates.
  - f) RJN Correspondence for Sanitary Sewer Funding and Communities Unlimited regarding survey for Grant Funding. Richard Evans and Janice Hoffman had an appointment with Jessica Hester from Communities Unlimited for January 21, 2025 and will update the Board at next meeting.
  - g) Other Correspondence, Updates and Possible Action Items. None
  
- 9) Review and Approve District's Rate Order and Revise if Needed. James Wistinghausen made a motion to approve the revisions made to the District's Rate Order, seconded by Edward Koch. All in favor, motion carried.
  
- 10) Review and Approve District's Employee Manual and Revise if Needed. There was only one change made to the Employee Manual in the first paragraph on page 8. "If an employee has vacation time left by December 1st, they can choose to either take their vacation time before the end of the year, carry over the unused vacation into the next year not to exceed 40 hours but to use the carrier over vacation time within 6 months from the beginning of the new year and/or receive payment not to exceed 40 hours". James Wistinghausen made a motion to approve the revisions made to the Employee Manual, seconded by Nick Mauldin. All in favor, motion carried.

- 11) Review and Approve District's Investment Policy and Revise if Needed. Nothing was changed to the Investment Policy. Edward Koch made a motion to approve the Investment Policy as is, seconded by James Wistinghausen. All in favor, motion carried.
- 12) Directors' Comments. The Board members said the District needs to work on their communications to the residents.
- 13) Executive Session pursuant to Section 551.071, 551.072, and 551.074 of the Texas Government Code. There was no Executive Session.

James Wistinghausen made the motion to adjourn the meeting at 6:21 pm, seconded by Nick Mauldin. All in favor, motion carried.

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Brian Weisinger, President

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Edward Koch, Secretary