

Unapproved
Wellborn Special Utility District
Board of Directors Meeting
January 28, 2025

Board Members Present:

James Massey
John Himmel
Gwen Hattaway
David Ernstes
Perry Barboza
Brent Paterson
Travis Miller
Susan Lightfoot

Absent:

Larry Michalscheck

Staff Present:

Campbell Young, General Manager
Eric Chandler, Asst Manager
Julia Skrivanek, Office Manager
Stephen Cast, Project Manager
Carolyn Prescott
Brandy Fielder

Guest:

Terry Winn, STV, Inc
Gary Lightsey
George Faulkner
David Boyle
Caroline Cast
Cindy Robinson
Laura Huffman

The regular monthly meeting of the Board of Directors ("Board") of the Wellborn Special Utility District ("District") was held on January 28, 2025, in the Board Room at the District Office, 6784 Victoria Avenue, College Station, TX 77845. The Board convened in a meeting open to the public, for which notice was given as required by Chapter 551, Government Code, as amended, and as otherwise required by law.

1. Meeting called to order at 6:00 p.m., by James Massey, President. The Secretary confirmed that the Board members listed above were present. A quorum of the Board was present.
2. **Pledge of Allegiance:** Pledge of Allegiance led by James Massey.
3. **Invocation:** Invocation led by John Himmel.
4. **Public Comments:** The board is pleased to hear from visitors on any item that does not appear on the posted Agenda (comments on Agenda items will be taken with the item). In order to respect the Board's time, please limit your remarks to five minutes. The Board will receive the information and may ask staff to investigate the matter and/or possibly place the issue on a future agenda, but the Board is prohibited by the Open Meetings Act from otherwise acting on or deliberating on such comments. All comments should be addressed to the Board as a whole and not to any individual member thereof: The Board welcomes all visitors. The President invites comments from the public. Mrs. Cindy Robinson addresses the Board concerning no annexation by City of College Station.
5. **Consider and approve the 17, 2024, minutes of the Board of Directors regular meeting:** December 17, 2024, minutes approved as presented.
6. **Consider resignation of Gary Lightsey and discussion of the nomination process:** Board discusses Gary Lightsey's resignation.
7. **Consider recognition and plaque presentation to George Faulkner:** James Massey presents plaque to George Faulkner in appreciation as Board member.
8. **Consider recognition and plaque presentation to Gary Lightsey:** James Massey presents plaque to Gary Lightsey in appreciation as Board member.

9. **Consider and act upon the Nominating Committee's recommendations to appoint new directors to fill Board Member's unexpired terms:** The Nominating Committee recommends Susan Lightfoot and Perry Barboza to fill George Faulkner and Gary Lightsey's unexpired terms. David Ernstes moves to accept nominations. John Himmel seconds. All for. Motion carries.
10. **Statement of Officer to newly appointed Directors:** The Statement of Officer is given to Susan Lightfoot and Perry Barboza by President, James Massey.
11. **Oath of Office to newly appointed Directors:** The Oath of Office is given to newly appointed directors Susan Lightfoot and Perry Barboza by President, James Massey.
12. **Consider and act upon nominating a Vice-President of the Board of Directors:** Gwen Hattaway moves to accept James Massey's recommendation to appoint Brent Paterson as Vice-President. David Ernstes seconds. All for. Motion carries.
13. **Committee Reports**
 - Nominating Committee - Tuesday, January 7, 2025, at 1:30 pm
 - Policy and Long-Range Planning Committee
 - Finance/Audit/Rates Committee
 - Communication Committee
 - Personnel Committee – Wednesday, January 8, 2025, at 1:30 pm
 - Water Conservation Committee
14. **Consider WSUD quarterly investment report:** John Himmel presents the quarterly investment report.
15. **Consider Newgen Rate study:** no report
16. **Consider and act upon Order Calling the May 3, 2025, Election for Directors:** Travis Miller moves to approve Order Calling the May 3, 2025, Election for Directors. John Himmel seconds. All for. Motion carries.
17. **Consider and act upon a resolution to amend Wellborn SUD By-Laws on personnel reviews:** No action taken. Campbell Young, General Manager, suggests amending the Personnel Policy not the WSUD By-Laws.
18. **Consider proposal to develop Succession Plan:** Brent Paterson suggests Personnel Committee to consider proposal to develop a Succession Plan.
19. **Consider introduction to Communication Consultant:** Introduction of Laura Huffman, Communication Consultant.
20. **Consider and act upon pay estimate #3 to CC Electric for the Benchley well rehab project:** Travis Miller moves to approve pay estimate #3 to CC Electric in the amount of \$32,759.82. Brent Paterson seconds. All for. Motion carries.
21. **Consider and act upon Release of Easement for Millican Land Development LLC:** No action.
22. **Consider update on revised Master Plan:** Presentation on progress of revised Master Plan presented by Terry Winn of STV, Inc.
23. **Consider update on water system improvement project:** Presentation on progress of water system improvement project presented by Terry Winn of STV, Inc.
24. **Consider SH 6 station standby generator improvements proposal for engineering services update:** Presented by Terry Winn, STV, Inc.

25. **Consider update on SWTP structural repair project:** Update will be presented at the March meeting by Terry Winn of STV, Inc.
26. **Consider update on water loss reduction program:** Update presented by Campbell Young.
27. **Receive and Discuss Manager's Report on District activities, construction, finances, and related matters:** Manager's Reports presented by Campbell Young.
- Financial report
 - Update on monthly activities
 - Update on accounts payable
 - Update on BVGCD
 - Update on the BCS Chamber of Commerce's Natural Resources State Legislative Plan
28. **Consider Board of Director and WSUD Calendar:**
- Communication Committee Meeting, will be on Wednesday, February 19, 2025, at 1:30 pm
 - Finance Committee Meeting, will be on Tuesday, February 4, 2025 at 4:00 pm
 - Personnel Committee Meeting, will be on Thursday, February 6, 2025, at 10:00 am
29. **Consider Future Agenda Items:**
- Citizen Advisory Board suggested by Gwen Hattaway
30. Adjourn at 9:00 pm

James Massey, President

Gwen Hattaway, Secretary