

**NOTICE OF REGULAR MEETING OF THE  
ECTOR COUNTY UTILITY DISTRICT**

Notice is hereby given that on the 11<sup>th</sup> day of January 2023; the Board of Directors of the Ector County Utility District of Ector County will hold a Regular Board Meeting with a Directors' Workshop beginning at 1:30 P.M., until 2:30 P.M. The Board Meeting will commence at 2:30 P.M., in the District's Board Room located at 1039 N. Moss Avenue, Odessa, Ector County, Texas 79763. The subjects to be discussed are listed on the January 11, 2023, regular meeting agenda. Public comment on individual agenda items is considered (limit 5 minutes per person).

**SPECIAL PRESENTATIONS/REQUESTS/RESOLUTIONS**

1. To consider discuss and take any necessary action to approve minutes from December 7<sup>th</sup>, 2022 and December 22<sup>nd</sup>, 2022, board meetings.  
Margaret Burton- Secretary
2. To consider discuss and take any necessary action to purchase 20' Utility Trailer that was approved in the 2022/2023 annual budget dated 09/14/2022.  
Paul Wilkerson – Field Supervisor
3. To consider discuss and take any necessary action to approve a committee to update and or revise the Ector County Utility District By-laws.  
Debi Hays- General Manager  
Tommy Ervin – ECUD President
4. To consider discuss and take any necessary action to establish consequences for prior board members and or employees that have been terminated, quit and or retired, for not returning Ector County Utility District Furniture, Fixtures, Equipment and Property.  
Debi Hays- General Manager  
Tommy Ervin – ECUD President
5. To consider discuss and take any necessary action to approve the General Manager to establish a committee, pursuant to American Rescue Plan Act (ARPA) Sub Program, Subrecipient Agreement.  
Tommy Ervin- ECUD President
6. To consider discuss and take any necessary action to approve miscellaneous fees to include after our services, disconnection fees for nonpayment, service tampering, and any other fees.  
John Lee- Billing Supervisor
7. To receive a report from ECUD President.  
Tommy Ervin – ECUD President

## **CONTRACTS/ AGREEMENTS/ GRANTS**

8. To consider discuss and take any necessary action regarding letter to LOCO Water / EH20 - LLC and authorize Director Shaw to sign.
9. To consider Qualifications and Proposals for forensic accounting services for an audit of billing & collection services and approve a professional services contract.
10. Consider and approve Hiring Committee compensation package for General Manager.

## **BUDGET/FINANCIAL**

11. Consider and approve Accounts Payable for January 11, 2023, and review district financial statements and reports.

## **EXECUTIVE SESSION**

The District reserves the right to change the agenda item order.


If, during the course of the meeting covered by this notice, the Board of Directors is required, then such closed or executive meeting of session as Title 5, Chapter 551, Government Code of Texas will be held by the Board of Directors at the date, hour, and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Board of Directors may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Section 551 of said Government Code, including, but not limited to:

- |           |   |
|-----------|---|
| § 551.071 | For the purpose of a private consultation with the board's attorney.  |
| § 551.072 | For the purpose of discussing the purchase, exchange, lease, or value of real property.   |
| § 551.073 | For the purpose of discussing negotiated contracts for prospective gifts, or donations.   |
| § 551.074 | For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.   |
| § 551.076 | To consider the deployment, or specific occasions for implementation, of security personnel or devices or a security audit.   |
| § 551.084 | For the purpose of excluding any witnesses from a hearing during examination of another witness.  |
| § 551.087 | For the purpose of discussing economic development information received from a business seeking to locate in or near the District, and offers of a financial and other intentions to a business prospect. |
| § 551.089 | For the purpose of discussing security assessments of development of information resources technology, security personnel, critical infrastructure or security devices.                                   |

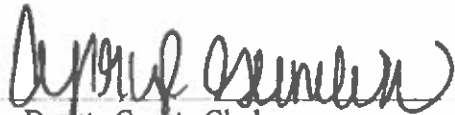
Should any final action, final decision, or final vote be required in the opinion of the Board of Directors with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:


- (a) The open meeting covered by the notice upon the reconvening of this public meeting; or
- (b) At a subsequent public meeting of the Board upon notice thereof; as the Board of Directors shall determine.

This notice was telephoned or mailed to all members of the news media who had previously requested such notice; and an original copy was posted on the bulletin boards at the first floor of Ector County Courtroom and the Ector County Utility District office on the \_\_\_ day of January, 2023, at \_\_\_\_\_ A.M., said time being more than seventy-two (72) hours prior to the time at which the subject meeting will be convened and called to order.

  
\_\_\_\_\_  
Margaret Burton  
Secretary

Posted: January, 202~~2~~<sup>3</sup> at Ector County Courthouse

By:   
Deputy County Clerk  
Jennifer Martin, County Clerk  
Ector County, Texas

Posted: 01/04/2023  
Time: 11:51 AM  
Jennifer Martin, County Clerk  
Ector County, Texas  
By:  Deputy

# MINUTES OF THE BOARD MEETING OF THE ECTOR COUNTY UTILITY DISTRICT

January 11<sup>th</sup>, 2022

The Board of Directors of the Ector County Utility District met in Workshop Meeting session on January 11<sup>th</sup>, 2023, at 1039 N. Moss Avenue.

**Board Members Present:** President Tommy Ervin, Director Margaret Burton, Director Stephanie Shaw, Director Sheila Black

**Board Members Absent:** Director Walker (family emergency)

**Non-Board Members Present:**

Bill Fowler- Legal Counsel  
Debi Hays – General Manager  
John Kelley – visitor  
Shirley Kelley – visitor  
Linda Williams – visitor  
Mike Gardener- Commissioner  
Johanna Lozano – ECUD

**Call to Order.** President Ervin introduced those in attendance and with a quorum present called the meeting to order at 2:30 p.m.

- 1. To consider discuss and take any necessary action to approve minutes from December 7<sup>th</sup>,2022 and December 22<sup>nd</sup>, 2022, board meetings.**

Motion: After discussion among the board members, Director Burton made a motion to approve December 7<sup>th</sup>,2022 minutes seconded by Director Shaw, motion carries.

Motion: After discussion among the board members Director Shaw made a motion to approve December 22<sup>nd</sup>, 2022 minutes seconded by Director Black, motion carries.

- 2. To consider discuss and take any necessary action to purchase 20' Utility Trailer that was approve in the 2022/2023 annual budget dated 09/14/2022.**

Motion: After discussion among the board members Director Shaw made a motion to approve the purchase of 20' Utility Trailer from Y'all Haul Trailers at the amount of \$7,104.00 seconded by Director Burton, motion carries.

- 3. To consider discuss and take any necessary action to approve a committee to update and or revise Ector County Utility District By-laws.**

Motion: After discussion among the board members Director Black approve a committee

to update and or revised the Ector County Utility District By-laws, that will consist of President Ervin, Director Shaw, and General Manager Debi Hays, seconded by Director Burton, motion carries.

4. **To consider discuss and take any necessary action to establish consequences for prior board members and or employees that have been terminated, quit and or retired, for not returning Ector County Utility District Furniture, Fixtures, Equipment and Property.**

Motion: After discussion among the board members Director Burton gave General Manager Debi Hays and President Tommy Ervin authority to come up with some procedures to establish consequences for prior board members and or employees that have been terminated, quit and or retired, for not returning Ector County Utility District Furniture, Fixtures, Equipment and Property, seconded by Director Shaw, motion carries.

5. **To consider discuss and take any necessary action to approve the General Manager to establish a committee, pursuant to American Rescue Plan Act (ARPA) Sub Program, Subrecipient Agreement.**

Motion: After discussion among the board members Director Shaw approve the General Manager to establish a committee, pursuant to American Rescue Plan Act (ARPA) Sub Program, Subrecipient Agreement, seconded by Director Black, motion carries.

6. **To consider discuss and take any necessary action to approve miscellaneous fees to include after our services, disconnection fees for nonpayment, service tampering, and any other fees.**

Motion: After discussion among the board members Director Shaw made a motion to approve the following miscellaneous fees to include after our services, disconnection fees for nonpayment, service tampering and any other fees, seconded by Director Black, motion carries.

TAP SIZE	CURRENT	Column5
3/4"	\$2,550.00	
1"	\$3,090.00	
2"	\$5,400.00	
3"	QUOTE	
4"	QUOTE	
6"	QUOTE	
4" FIRE LINE	QUOTE	
6" FIRE LINE	QUOTE	
PAVEMENT CUT	QUOTE	

SERVICE DEPOSIT	\$65.00	OWNER
BASED ON BASE FEE	\$125.00	RENTER
RETURN CHECK FEE	\$50.00	
AFTER HOURS SERVICE	\$50.00	
DISCONNECTION / NON-PAYMENT FEE	\$100.00	
DELINQUENT LETTER	\$10.00	
SERVICE TAMPER 1ST	\$400.00	
SERVICE TAMPER 2ND	\$800.00	
SERVICE TAMPER 3RD	\$1,200.00	
METER TEST FEE / IF METER IS CORRECT	\$300.00	
PROPERTY DAMAGE / OTHER THAN METER	\$1,500.00	
BORE FEE	QUOTE	
REMOVAL / SET METER FEE	\$100.00	
SERVICE VACATION FEE	MIN 90 DAYS	
DISCONNECTION FEE	\$35.00	
RECONNECTION FEE	\$35.00	
METER RELOCATION FEE	QUOTE	
TRANSFER OF SERVICE FEE	\$40.00	

Public comments from John Kelley and Shirley Kelley.

**7. To receive a report from ECUD President.**

Commissioner's Report by Mike Gardner  
42<sup>nd</sup> Pump Station

- 8. To consider discuss and take any necessary action regarding letter to LOCO Water / EH20 – LLC and authorize Director Shaw to sign.**

Motion: After discussion among the board members Director Burton made a motion to authorize Director Shaw to sign LOCO Water / EH20 – LLC seconded by Director Black, motion carries.

- 9. To consider Qualifications and Proposals for forensic accounting services for an audit of billing & collection services and approve a professional services contract.**

Motion: After discussion among the board members, Director Shaw made a motion to table item number 9 and allow General Manager to set dates and re-issue the RFQ for Forensic Auditing Services to be presented at the meeting February 8,2023 seconded by Director Burton, motion carries.

- 10. Consider and approve Hiring Committee compensation package for General Manager.**

Director Shaw made a motion to go into executive session under 551.074 seconded by Director Burton at 4:26 pm.

Board of Directors came out of executive session at 4:47pm. No votes were taken.

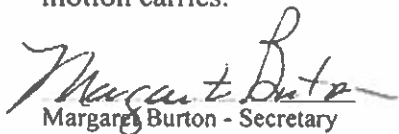
Motion: Director Black made a motion to approve hiring committee compensation package for General Manager seconded by Director Shaw, motion carries.

- 11. Consider and approve Accounts Payable for January 11, 2023, and review district financial statements and reports.**

Motion: After discussion among the board members Director Shaw made a motion to approve Accounts Payable for January 11,2023 as written, seconded by Director Burton, motion carries.

- 12. Adjourn**

Motion: Director Shaw made a motion to adjourn at 5:03 pm seconded by Director Black, motion carries.

  
Margaret Burton - Secretary