

**MINUTES OF
MEETING**

Regular Meeting Minutes

June 17, 2019 – 5:30 pm

Orange County Water Control & Improvement District No. 1 Board Room
460 E Bolivar Street, Vidor, Texas

Robert Viator.....	President
Frank Inzer.....	Vice President
Tim Beard.....	Secretary
Trey Haney.....	Director
Guy Groves.....	Director
Norman Blackman.....	General Manager
David LeJune.....	Operations Manager

In accordance with Section 551.042 of the Texas Government Code, this agenda has been posted in the lobby and on the front door of the Orange County Water Control & Improvement District No. 1 Administrative office for the time required by law. The President requests that all cell phones and pagers be turned off or set to vibrate.

Members of the audience are requested to step outside the Board Room to respond to a page or to conduct a phone conversation.

The O.C.W.C & I.D #1 Administrative office is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the General Manager's Office at 409.769.2669.

CALL MEETING TO ORDER

President Viator called the meeting to order at 5:30 p.m.

ANNOUNCE THE PRESENCE OF A QUORUM

President Viator announced the presence of a quorum with Director Haney absent.

STAFF PRESENT

Norman Blackman, General Manager, Chris Serres, Finance Director, and Larry Hunter, Attorney.

OTHERS PRESENT

Toby Davis of LJA Engineering, Inc. and Larry Gray owner of Iwanda Mobil Home Park were also present.

INVOCATION AND PLEDGES

Secretary Beard gave the invocation and Director Groves led in the pledges.

MEETING AGENDA

1. Citizen comments.

Larry Gray inquired about water extensions to the north.

The plans have been started.

Texas Dot Permit has been issued. This started out as a contractor project that was estimated to be between \$31,000 - \$40,000.

Larry Gray and Vidor Superette were to split the cost. Sugar Pines has changed ownership and if they are still interested in water/sewer, they could help Larry Gray and the grocery store with the cost of extension. Larry Gray stated that Sugar Pines is still interested in service.

A small diameter water line could be priced out and the district could pay the difference to install a larger line. Sewer needs to be replaced with a larger sewer line on the East side.

Norman Blackman stated that in a discussion with David LeJune, that now they would like to lay the line in house, with District personnel.

Larry Gray asked why can't a contractor be hired and get him some water.

President Viator stated we need to make a decision and act on it – run water or kill the project.

Sewer (2-inch line heading south) will need to be replaced with larger sewer line.

Sugar Pines Mobile Home Park will need to be contacted regarding a progress report for the next board meeting. President Viator stated we're not going to do nothing.

There is a 4-inch water line on the west side of road at Decker Rd.

Larry Gray stated that he didn't understand what could possibly take so long since he and the grocery store are funding the project.

Norman Blackman stated he will push getting the smallest line extended with the idea of installing a larger line on the other side of the highway.

Director Groves asked if a fire hydrant could be installed. Norman Blackman stated that a 6-inch line is minimum for installing fire hydrants. Larry Hunter stated where the 6-inch line meets the 4-inch line, a hydrant could be installed.

Norman Blackman helped to talk about pipe sizing to make sure the Board understood we can only go so far with this size line. Norman Blackman stated he was talking water only and they need to think about sewer.

Norman Blackman stated that we would get this project moving and the Board can expect a progress report by the next meeting.

2. Consideration and possible action regarding LJA Engineering, Inc. **Monthly Status Report** concerning ongoing District projects.

Toby Davis presented an overview of the following projects:

6560D – Surplus Funds Sanitary Sewer System Improvement Project (Contract No. 4 – Sanitary Sewer Lift Station Rehabilitation Project

No progress has been made since the previous board meeting.

6560E – Surplus Funds Water and Sewer Service Extensions Project (Contract No. 3 – Water and Sanitary Sewer Service Extensions Project)

No progress has been made since the previous board meeting.

Toby Davis reported on the City of Vidor Grant Project as follows:

City of Vidor, Texas – Sanitary Sewer Line Replacement Project – CDBG Project No. 7217480 - Period thru June 13, 2019

The construction is in progress. One (1) service line connection has been replaced from May 16th thru June 12th. A total of 31 houses have been completed. Chris stated that there are about 48 signed up for the project.

Toby Davis presented and overview of the TWDB Lower Lift Project as follows:

Orange County WCID #1 – CWSRF – Sanitary Sewer Restoration Project

Services through this month include development of the Engineering Feasibility Report, TWDB coordination, and planning phase services. LJA has coordinated with the District, TWDB, and the District's consultants.

The feasibility Report was placed on his desk today. By this time next month, the design phase should be taking place. This should take between 2-4 months to complete.

A motion was made by Director Groves and seconded by Secretary Beard to accept LJA Engineering, Inc. **Monthly Status Report** concerning ongoing District projects. All voted Aye.

3. Consideration of and possible action regarding approval of LJA Engineering, Inc., monthly invoices for District projects as listed:

Invoice No. 201908441 for Project B877-1005 CWSRF – Sanitary Sewer Restoration Project (TWDB Grant) in the amount of \$1,706.50 for a grand total of **\$1,706.50**.

A motion was made by Director Groves and seconded by Vice President Inzer to approve the payment request as presented by LJA Engineering, Inc. All Voted Aye.

4. Consideration and possible action regarding **approval/amendments for the minutes** of the May 20, 2019 Regular Board Meeting.

A motion was made by Secretary Beard and seconded by Director Groves to approve the minutes of the May 20, 2019 Regular Monthly Meeting as presented. All Voted Aye.

5. Board Member comments.

Secretary Beard commented the driveway looks great!

6. Consideration and possible action regarding **General Manager's monthly status and financial report**.

Norman Blackman presented the Manager's Report as follows:

1. Entrance Drive looks good but we had a bit of trouble to get it completed. It did not get done the way the job was quoted. The compromise is a two-year warranty.

President Viator asked if we could put up signs and reflectors on the driveway at the culvert headwalls. Norman Blackman stated he was not comfortable building something he knows people are going to run over. Norman Blackman's idea is to put a rubber cone with reflectors and bolt them down on the headwalls. President Viator suggested a center stripe down the middle and flag with bright color.

2. TTHM's - Norman Blackman stated that he does not have enough data to give the Board a good report. They have been blending the water from the wells and it has not worked as well as we were hoping. Another Air Stripper may need to be installed at another well site. Norman Blackman stated that he has a meeting June 25, 2019 with the TTHM consultant and the engineers.

Chris Serres presented the financial report as follows:

For the month of May we billed \$218,181.78, which is under our projected billing. We are about \$160,000 under our projected billing for the year. She stated that so far this year we have not hit the projected billing yet.

The next report is the bank statement balances. General Fund is about \$194,000.00 which is up a little more. There is money in all accounts and they all balance.

The next report is on the Capital Projects. The Water/Sewer Major Maintenance Account has \$38,993.06 and basically there are no projects going on out of that account right now. We did have to borrow \$100,000.00 from the account to transfer to the General Fund.

The Special Projects Account has \$49,995.61 in the account and right now the only thing coming out of the account is payment for the grant with the City of Vidor.

The next report is the Budget Comparison Report. For the month of May our revenues were \$441,778.00 which includes the \$100,000.00 borrowed from Water/Sewer Major Maintenance and the expenditures were \$395,196.32.

The interest earned for the month of May was \$17,585.29.

David LeJune presented the Field Report for the month of May as follows:

Water pumped into the system was 33,647,000 gallons and accounted for 28,123,350 gallons. 16.42% of water pumped is unaccounted. Vice President Inzer asked about the fire trucks having meters to measure the water used for fire protection. We treated 49,262,000 gallons of sewer at the wastewater treatment plant.

There were 320 water jobs and 80 sewer jobs completed for a total of 400 jobs for the month, with 32 of those sewer jobs being LPSS service calls.

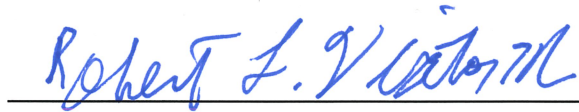
A motion was made by Secretary Beard and seconded by Director Groves to approve the **General Manager's monthly status and financial report** as presented. All Voted Aye.

7. Consideration and possible action regarding **payment** of the District's **monthly bills**.

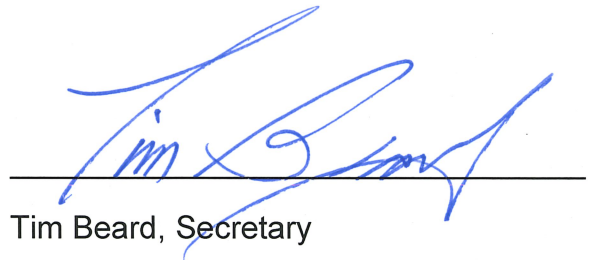
A motion was made by Secretary Beard and seconded by Director Groves to approve payment of monthly bills. All Voted Aye

8. **Adjournment.**

A motion was made by Vice President Inzer and seconded by Secretary Beard to adjourn the meeting at 7:50 p.m. All Voted Aye.



Robert L. Viator, Sr., President



Tim Beard, Secretary

