

ORANGE COUNTY WATER CONTROL
& IMPROVEMENT DISTRICT NO. 1

BOARD OF DIRECTORS
**MINUTES OF
REGULAR MEETING**

Regular Meeting Minutes
June 18, 2018 – 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

Secretary Beard called meeting to order at 5:40 p.m.

ANNOUNCE THE PRESENCE OF A QUORUM

Secretary Beard announced the presence of a quorum. President Viator and Vice President Inzer were absent.

STAFF PRESENT

General Manager Norman Blackman, Chris Serres and District's Attorney Larry Hunter were present.

OTHERS PRESENT

Jeff Scogin and Toby Davis of LJA Engineering, Inc.

INVOCATION AND PLEDGES

Director Haney gave the invocation and Director Groves led the pledges.

1. Citizen comments.

There were no citizen comments.

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

Jeff Scogin gave an overview of the ongoing projects as follows:

6560C – SURPLUS FUNDS WATER SYSTEM IMPROVEMENTS PROJECT (Contract No. 1 – Cast Iron Water Line Replacement and Contract No. 2 – Water Well Sites Improvement)

Contract No. 1:

Construction for this project has been completed. LJA is in the process of producing As Built plans to submit to the Owner.

Contract No. 2:

This project had been completed.

6560D – SURPLUS FUNDS SANITARY SEWER IMPROVEMENTS PROJECT (Contract No. 4 – Sanitary Sewer Lift Station Rehabilitation Project)

LJA is working on the plans and specifications for this project. Plans should be ready for final review in the coming weeks.

6560E – SURPLUS FUNDS WATER AND SEWER SERVICE EXTENSIONS PROJECT – (Contract No. 3 – Water and Sanitary Sewer Service Extensions Project)

LJA's efforts this month were concentrated on the water and lift station improvements projects.

B877-1001 – WELL SITE 7 TTHM TREATMENT SYSTEM

Engineering services included resident project representation and construction contract administration. The Air Stripper start up occurred during this period. LJA was on hand to assist with those activities.

CITY OF PINE FOREST, TEXAS – FIRST TIME WATER AND SANITARY SEWER SERVICE PROJECT – CDBG PROJECT NO. 7216370

Failed to submit a status report for City of Pine Forest, Texas – First Time Water and Sanitary Sewer Service Project – CDBG Project NO. 7216730.

CITY OF VIDOR, TEXAS – SANITARY SEWER LINE REPLACEMENT PROJECT – CDBG PROJECT NO. 7216471

Failed to submit a status report for City of Vidor, Texas – Sanitary Sewer Line Replacement Project – CDBG Project NO. 7216471.

A motion was made by Director Groves and seconded by Director Haney to accept the Monthly Status Report concerning ongoing District projects presented by Jeff Scogin for LJA Engineering. All Voted Aye.

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

Invoice No. 201807446 in the amount of **\$10,485.00** for project No. 6560C – Surplus Funds Water System Improvement Project; **Invoice No. 201807447** in the amount of **\$8,341.00** for Project No. 6560D – Surplus Funds Sanitary Sewer System Improvement Project; **Invoice No. 201807449** in the amount of **\$3,500.00** for Project No. B877-1001 – Well Site 7 TTHM Treatment System; and **Invoice No. 201807448** in the amount of **\$537.00** for Project No. B877-6282 – General Services Contract – TXDOT Permitting Services for Force Main for a **Grand Total of \$22,836.00**

A motion was made by Director Haney and seconded by Director Groves to approve payment of monthly invoices as presented by LJA Engineering, Inc. All Voted Aye.

4. **Consideration and possible action regarding approval/ amendments for the minutes of the May 21, 2018 Regular Board Meeting.**

A motion was made by Director Groves and seconded by Director Haney to approve the minutes of the March 19, 2018 regular meeting as presented. All Voted Aye.

5. **Board Member comments.**

There were no Board Member comments.

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

On-Going Topics

- **Smaller projects have been progressing well.**
- **The district has been the busiest it has ever been due to:**
 - **Hurricane Harvey related activities**
 - **Line extensions**
 - **Missing a crew leader**
 - **Other personnel duties**

Chris Serres presented the Financial Report as follows:

The monthly billing is down this month by about \$3,000.00. We still are not meeting our monthly projections. All of the accounts balance. On the Special Projects Account, we had our monthly transfer of \$4,166.67, interest earned of \$174.75, and expended \$65,383.99. We ended the month with \$85,555.26 left, however we will be reimbursed by FEMA for the Hurricane Harvey Disaster. On the Water and Sewer Major Maintenance Account, we had the monthly transfer of \$4,166.67, interest earned of \$148.64, and expended of \$50,346.01.

On the Budget Comparison Report our revenues were \$341,241.00 which is \$8,442.00 below the monthly budget. The expenditures for the month were \$366,776.00 which is more than the monthly budget by \$25,535.00. We are over on the total budget on overtime salaries by \$70,908.00 due to Hurricane Harvey.

\$12,638.73 in interest was earned for the month of May 2018.

David LeJune presented the Field Report as follows:

We pumped 33,480,000 and accounted for 29,832,900. The percentage unaccounted for was 10.89%. We treated 30,885,00 of wastewater. We performed a total of 336 water jobs and 72 sewer jobs for a total of 408 jobs. We had 23 LPSS service calls for the month.

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

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

A motion was made by Director Haney and seconded by Director Groves to pay the District's monthly bills. All Voted Aye.

8. Consideration and possible action regarding the 2018/2019 Fiscal Year Operating Budget for the District.

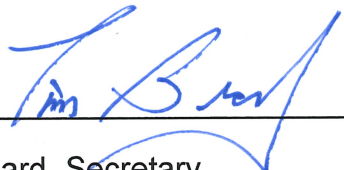
Norman Blackman reported that the Fiscal Year 2018-2019 Operating Budget is presented with no increase to rates or fees and projects total revenues of \$4,200,000.00 and total expenditures of \$4,200,000.00 for a balanced budget. Revenues are increased by \$3,800.00 from 2017-2018 Budget which is mainly due to higher interest rates on investments. Again, this year, expenditures include a \$100,000.00 fund transfer to Special Projects and Water Sewer Major Maintenance with each being allocated \$50,000.00.

A motion was made by Director Groves and seconded by Director Haney to approve the 2018/2019 Fiscal Year Operating Budget for the district. All Voted Aye.

(Norman Blackman received a phone call during the meeting from Bobby Jones. Rain backed up his sewer lines at 395 E. Railroad and he is not able to flush his toilet.) Mr. Jones stated that he expected a discount on his bill due to the situation. Norman explained the situation to the Board. We are working on the problem in the big picture. He told them that the customer may start contacting them if there is no change in the situation.

9. Adjournment.

A motion was made by Director Groves and seconded by Director Haney to adjourn the meeting at 7:00 p.m. All Voted Aye.



Tim Beard, Secretary



Trey Haney, Director

