

Regular Meeting Minutes

July 19, 2021 – 5:30 pm

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

Frank Inzer.....	President
Tim Beard.....	Vice President
Trey Haney.....	Secretary
Guy Groves.....	Director
Kelly Brewer.....	Director
Chris Serres.....	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 Inzer called the meeting to order at 5:30 p.m.

ANNOUNCE THE PRESENCE OF A QUORUM

President Inzer announced the presence of a quorum with the following members present: Vice President Beard and Director Brewer. Secretary Haney was absent.

STAFF PRESENT

Chris Serres, General Manager, Larry Hunter, District Attorney, Rebecca Ray, Accounting Clerk

OTHERS PRESENT

Jeff Scogin of LJA Engineering, Inc., Troy Taylor

INVOCATION AND PLEDGES

Invocation was given by Vice President Beard and pledges were led by Director Brewer.

MEETING AGENDA

1. Citizen comments.

These were no citizen comments.

2. Consideration and possible action to accept the resignation of Guy Groves from his position as a Director of Orange County Water Control & Improvement District No. 1.

A motion was made by Vice President Beard and was seconded by Director Brewer to accept the resignation of Guy Groves from his position as a Director of Orange County Water Control & Improvement District No. 1. All voted Aye.

Vice President Beard reflected on all the good work Director Groves has done while on the Board.

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

Jeff Scogin of LJA Engineering, Inc. presented the Monthly Status Report as follows:

2015 Surplus Funds Water and Sanitary Sewer Projects

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

Contract No. 1:

This project has been completed.

Contract No. 2:

This project has been completed.

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

There is no invoicing during this period for this project. The plans are near completion except for the electrical. This Sanitary Sewer Lift Station project was included in the CDBG Mitigation grant application.

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

No work was completed during this period.

Texas Water Development Board - TWDB CWSRF Project No. 73825 - Sanitary Sewer Lift Station Restoration Project

Services through this month include design phase services. LJA has coordinated with the District, TWDB, and the District's consultants.

Design revisions are complete. The plan set and contract documents were sent to TWDB for review before bidding. The TWDB review will take approximately 60-100 days to complete.

A motion was made by Vice President Beard and seconded by Director Brewer to accept the monthly report. All voted Aye.

4. Consideration and possible action to ratify the advertisement of a request for qualifications from Engineers for pre-award and post-award, if awarded, engineering services for the Texas Hazard Mitigation Assistance Grant from the Texas Department of Emergency Management (TDEM) (February Winter Weather DR-4586 Hazard Mitigation Grant Program (HMGP)).

A motion was made by Director Brewer and was seconded by Vice President Beard to ratify the advertisement of a request for qualifications from Engineers for pre-award and post-award, if awarded, engineering services for the Texas Hazard Mitigation Assistance Grant from the Texas Department of Emergency Management (TDEM) (February Winter Weather DR-4586 Hazard Mitigation Grant Program (HMGP)). All voted Aye.

5. Consideration of and possible action awarding Contract for Professional Engineering Services to assist the District in its application and project implementation, if awarded, from the Texas Hazard Mitigation Assistance Grant from the Texas Department of Emergency Management (TDEM) (February Winter Weather DR-4586 Hazard Mitigation Grant Program (HMGP)).

Requests of Qualifications were sent in by three companies. A committee was formed to rank the companies to decide who would be awarded the contract. LJA Engineering was selected based on their qualifications and meeting all requested criteria.

A motion was made by Vice President Beard and seconded by Director Brewer to accept the proposal from LJA Engineering. All voted Aye.

6. Consideration and possible action making a change to the District Office Operations Policy to reflect that no sewer service will be provided unless there is also water service provided to the same location, reversing the September 14, 2015 decision to allow sewer only service.

President Inzer made a case to not allow new sewer only service anymore. After much deliberation, the Board decided to take a hard stance on not allowing any new sewer only service.

A motion was made by Director Brewer and was seconded by Vice President Beard to reverse the District Office Operations Policy to reflect that no sewer service will be provided unless there is also water service provided to the same location, reversing the September 14, 2015 decision to allow sewer only service. All voted Aye.

7. Consideration and possible action regarding approval/amendments of the minutes of the June 21, 2021 Regular Board Meeting.

A motion was made by Vice President Beard and was seconded by Director Brewer to approve the minutes of the June 21, 2021 Regular Board Meeting. All voted Aye.

8. Board Member comments.

Vice President Beard asked about the number of I&I calls due to the weather.

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

Chris Serres presented the Monthly Report as follows:

- Update of Well # 7 and the ongoing issues with it (struck by lightning, repairs needed, etc.) and stated that it will be in excess of \$100,000.00 to do the additional repairs needed to Well No. 7.
- Jet Aeration of Texas, LLC request for a Change Order in the amount of \$5,839.38 for an additional 220' of pipe needed to complete the extension along with a 4" tap as requested by the District. Larry Hunter suggested the request for the Change Order be placed on the August agenda for ratification.
- Mr. Larry Gray requested a letter from the District that states, with the completion of the water line extension, Iwanda Mobile Home Park is allowed up to 80 mobile homes connections. The Board stated they had no objections to providing Mr. Gray with a letter of acknowledgement.
- Rayford Ackley, Chief Plant Operator reported an issue with one of the generators at the wastewater treatment plant. A Representative with Waukesha Pearce is contacting Generac with concerns that the problem is possibly a manufacturer defect. At this time there is no further information.
- Chris reminded the Board that the City of Vidor and the District may collaborate regarding funds from the American Rescue Plan Act funds for specific projects. The District is not able to narrow down a specific project just yet but will try to do so in the near future.
- Chris presented the financial reports as follows: preliminary tax values are up \$74,000,000.00, we billed at \$279,000.00 this month, which is right on track. All bank accounts are fully balanced, and we are over-pledged by over \$800,000.00. General Operating Account continues to increase, and we earned \$90.58 in interest for the month. The field report shows that 34 million gallons of water was pumped, with 30 million accounted for, leaving 10.80% unaccounted for. We treated 50 million gallons of sewer. 303 water jobs and 59 sewer jobs for a total of 362 were completed. There were 28 LPSS service calls, 2 of which were charged a fee.

A motion was made by Director Brewer and was seconded by Vice President Beard to approve the General Manager's monthly status and financial report. All voted Aye.

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

A motion was made by Vice President Beard and was seconded by Director Brewer to pay the District's monthly bills as presented. All voted Aye.

11. Consideration and possible action to convene in **Executive Session** pursuant to Section 551.074(a)(1) of the Texas Government Code to deliberate in executive session the appointment of a public officer to fill the vacant seat on the Board of Directors regarding the unexpired term following the resignation of Guy Groves.


A motion was made by Vice President Beard and was seconded by Director Brewer to table an Executive Session, as it was not needed. All voted Aye.


12. Reconvene in **General Open Session** for the consideration of any action, if necessary, following the deliberation in executive session concerning the appointment of a public officer to fill the vacant seat on the Board of Directors and/or to entertain a motion to adjourn the meeting.

A motion was made by Vice President Beard and was seconded by Director Brewer to table this item as no Executive Session was held. All voted Aye.

13. Adjournment.

A motion was made by Director Brewer and was seconded by Vice President Beard to adjourn the meeting at 7:59 p.m. All voted Aye.



Frank Inzer, President

Trey Haney, Secretary