

Regular Meeting Minutes

December 13, 2021

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

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| Frank Inzer..... | President |
| Tim Beard..... | Vice President |
| Trey Haney..... | Secretary |
| Kelly Brewer..... | Director |
| Troy Taylor..... | 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

Vice President Tim Beard called the Regular Board Meeting to order at 5:37 p.m.

ANNOUNCE THE PRESENCE OF A QUORUM

Members present were President Frank Inzer, Vice President Tim Beard, Secretary Trey Haney, and Director Kelly Brewer. Director Troy Taylor was absent.

STAFF PRESENT

Chris Serres, General Manager and David LeJune, Operations Manager were present.

OTHERS PRESENT

Larry Hunter, District Attorney, Jeff Scogin, LJA Engineering Project Manager, and Mark McLinney, Samco Senior Managing Director were present.

INVOCATION AND PLEDGES

Invocation was given by Secretary Trey Haney and Pledges were led by Director Kelly Brewer.

President Frank Inzer joined the meeting at 5:40 p.m.

MEETING AGENDA

1. Citizen comments.

None

2. Consideration and Possible action approving an Order by the Board of Directors of the Orange County Water Control & Improvement District No. 1 authorizing the issuance "Orange County Water Control & Improvement District No. 1 Unlimited Tax Refunding Bonds, Series 2022"; levying an annual Ad Valorem Tax for the payment of the bonds; authorizing the execution of any necessary engagement agreement with the District's Financial Advisors; and providing an effective date.

A motion was made by Secretary Trey Haney and seconded by Director Kelly Brewer to approve an Order by the Board of Directors of the Orange County Water Control & Improvement District No. 1 authorizing the issuance "Orange County Water Control & Improvement District No. 1 Unlimited Tax Refunding Bonds, Series 2022"; levying an annual Ad Valorem Tax for the payment of the bonds; authorizing the execution of any necessary engagement agreement with the District's Financial Advisors; and providing an effective date. All voted Aye.

Called recess at 6:00 p.m. to allow Board Members to sign documents relating to issuance of bonds.

Opened regular session at 6:25 p.m.

3. Consideration and possible action to approve LJA Engineering, Inc. Monthly Status Reports concerning ongoing District projects.

Jeff Scogin, LJA Engineering, Inc. presented the engineer's monthly status report as follows:

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 project is on hold awaiting direction from the water district.

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.

On December 6th TWDB approved the Plans and Specifications for the Lower Lift Station Rehabilitation Project. The District can now proceed with bidding pending the Boards approval. LJA has provided the advertisement for circulation in the local newspaper. Due to the holidays quickly approaching we are proposing to start bidding December 16th and open bids on January 13th.

A motion was made by Director Kelly Brewer and seconded by Secretary Trey Haney to approve LJA Engineering, Inc. Monthly Status Reports concerning ongoing District projects. All voted Aye.

4. Consideration and possible action to approve LJA Engineering, Inc. monthly invoices for District projects as listed:

Monthly Invoice No. 202127833 for project No. B877-6282 – General Services in the amount of \$640.50 for a grand total of \$640.50.

A motion was made by Secretary Trey Haney and seconded by Vice President Tim Beard to approve LJA Engineering, Inc. Monthly Invoice No. 202127833 for project No. B877-6282 – General Services in the amount of \$640.50 for a grand total of \$640.50. All voted Aye.

5. Consideration and possible action to approve LJA Engineering, Inc.'s Proposal No. 21-7499 – Engineering Services for the development of the EPA's Risk and Resilience Assessment & (\$17,500) and Emergency Response Plan (\$7,500) for a total of \$25,000 and to approve a Work Authorization for same.

A motion was made by Secretary Trey Haney and seconded Director Kelly Brewer by to approve LJA Engineering, Inc.'s Proposal No. 21-7499 – Engineering Services for the development of the EPA's Risk and Resilience Assessment & (\$17,500) and Emergency Response Plan (\$7,500) for a total of \$25,000 and to approve a Work Authorization for same. All voted Aye.

6. Consideration and possible action to approve the advertisement of bids for the TWDB CWSRF Project No. 73825 Sanitary Sewer Lift Station Restoration Project.

A motion was made by Vice President Tim Beard and seconded Secretary Trey Haney by to approve the advertisement of bids for the TWDB CWSRF Project No. 73825 Sanitary Sewer Lift Station Restoration Project. All voted Aye.

7. Consideration and possible action regarding a request for sewer service from Sugar Pines Mobile Home Park located on West Circle Drive, Vidor, TX 77662.

A motion was made by Secretary Trey Haney and seconded by Vice President Tim Beard to direct the General Manager to notify Mr. Phi Nguyen, Project Manager for Sugar Pines Mobile Home Park, that the District's policy is stated that there must be Water and Sewer service for each connection and to inform Mr. Nguyen of the possible reimbursement cost for the line extension that was recently paid by two individual customers. It is this line extension that is making it possible for Sugar Pine Mobile Home Park to tie into the District's water and sewer. All voted Aye.

8. Consideration and possible action regarding approval/amendments of the minutes of the November 15, 2021 Regular Board Meeting.

A motion was made by Director Kelly Brewer and seconded by Secretary Trey Haney to approve the minutes of the November 15, 2021 Regular Board Meeting. All voted Aye.

9. Board Member comments.

Director Kelly Brewer commented on bringing growth to the District with line extensions.

President Frank Inzer presented a re-cap of the City of Vidor Council Meeting in sharing funds from the ARPA. The funds will go towards rehabilitating Alamo Lift Station.

10. Consideration and possible action approving Resolution No. 05-2021 documenting that the Board of Directors has reviewed and approved with changes the Orange County Water Control & Improvement District No. 1's Investment Policy and Strategies in compliance with the Public Funds Investment Act Chapter 2256 of the Texas Government Code and find and declare that the meeting at which this resolution was adopted was open to the public, that the Public Notice of time, place and subject matter of the public business to be considered was posted as required by law.

A motion was made by Secretary Trey Haney and seconded by Director Kelly Brewer to approve Resolution No. 05-2021 documenting that the Board of Directors has reviewed and approved with changes the Orange County Water Control & Improvement District No. 1's Investment Policy and Strategies in compliance with the Public Funds Investment Act Chapter 2256 of the Texas Government Code and find and declare that the meeting at which this resolution was adopted was open to the public, that the Public Notice of time, place and subject matter of the public business to be considered was posted as required by law. All voted Aye.

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

Chris Serres presented that the General Manager's monthly status report as follows:

- City Of Vidor granted the District \$390,000 in sharing funds from the ARPA. The funds will go towards rehabilitating Alamo Lift Station.
- Christmas In The Park has been cancelled.
- Christmas Holiday hours: Thursday, Dec. 23rd 7:30am - Noon, Friday, Dec. 24th Closed, and Monday, Dec. 27th Closed.

New Year Holiday hours: Thursday, Dec. 30th 7:30am – Noon, Friday, Dec. 31st Closed.

- Entergy has not billed in the last eight months for the Wastewater Treatment Plant. Once Entergy generates a bill, we will have that payment next month on our Utility that appears in our Budget Comparison Report.
- Chris Serres gave an overview of the financials for the month stating that billing went up \$6121.30 than last month and is still above the projected amount. Bank statements reflect transactions in transit that will correct itself by next month and all accounts are balanced. Revenues came in at \$83,979 more than expenditures. Interest earned for the month of November was \$321.44.

- David LeJune presented the Field Report stating that 32,465,000 gallons of water was pumped into the systems with 10.86% being unaccounted. He stated 26,852,000 gallons of wastewater was treated at the plant. He then reported that a total of 330 work orders were completed during the month of November.


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

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

A motion was made by Vice President Tim Beard and seconded by Director Kelly Brewer to approve the payment of the District's monthly bills. All voted Aye.

13. Adjournment.

A motion was made by Director Kelly Brewer and seconded by Secretary Trey Haney to adjourn the meeting at 7:40 p.m.



Frank Inzer, President



Trey Haney, Secretary

