

**Regular Meeting Minutes**

August 16, 2016– 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 TO ORDER**

President Robert Viator announced a quorum present and called the meeting to order at 5:30 p.m.

**INVOCATION & PLEDGE OF ALLEGIANCE**

Vice President Inzer offered the invocation and Director Groves led in the Pledge of Allegiance and the Texas Pledge.

**MEMBERS PRESENT**

President Robert Viator, Vice President Frank Inzer, Director Trey Haney, and Director Guy Groves were present.

**MEMBERS ABSENT**

Secretary Tim Beard was absent.

**STAFF PRESENT**

Norman Blackman, General Manager, Larry Hunter, Attorney, David LeJune, Operations Manager, and Chris Serres, Director of Finance and Office Administration.

## REGULAR MEETING

---

1. Citizen comments.

President Viator called for any comments from Citizens.

There were no comments.

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

The monthly Engineering Status Report on ongoing projects was presented by Toby Davis. Mr. Davis reported that the 2009 Bond Project, Contract C, closing documents were submitted to TWDB and release of retainage to the contractors for Contract C was approved. He then stated that he will meet with Chris for close out of the Outlay Reports as required by TWDB.

Mr. Davis then briefed the Board on Project 6560C - Surplus Funds Water System Improvements Project - Contract 1 Cast Iron Water Line Replacement Project and Contract 2 - Water Well Sites Improvements. He stated that the bids were received and awarded for Contract 1 last month, adding that he was in the process of getting the documents executed. Mr. Davis then reported that the plans for Contract 2 - Well sites 4, 5, & 7 has been submitted to TCEQ and they are waiting for final approval. Mr. Davis also reported on Contract 3 - 6560E - stating that utility locates have begun and that plans for the water and sewer extensions have continued.

There being no questions, President Viator called for a motion.

A motion by Director Haney and seconded by Vice President Inzer to accept monthly status report as presented by Toby Davis. All Voted Aye.

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

4.

**Invoice No. 201607710** in the amount of **\$28,452.00** for 6560C - Surplus Funds Water System Improvements Projects; **Invoice No. 201607717** in the amount of **\$2,366.00** for 6560E - Surplus Funds Water and Sewer Service Extensions Project; and **Invoice No. 201607680** in the amount of **\$1,841.00** for B877-6282 General Services; for a total of **\$32,659.00**.

Norman Blackman, General Manager, stated that he reviewed the monthly invoices and does recommend payment of all invoices.

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

5. Consideration and possible action regarding approval/amendments for the minutes of the July 19, 2016 Regular Board Meeting and the July 26, 2016 Special Board Meeting.

A motion was made by Director Groves and seconded by Director Haney to approve the minutes of the July 19, 2016 Regular Board Meeting and July 26, 2016 Special Board Meeting. All Voted Aye.

6. Board Member comments.

No comments

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

Norman Blackman, General Manager, reported on the following:

**Trihalomethane Update:**

Norman Blackman, General Manager, reported that the trihalomethane reduction is progressing slowly. He stated that the process of preliminary design and equipment specifications has been a long and winding road and that T.C.E.Q. is requesting additional disinfection by the addition of a ground water storage tank and additional chlorination. Mr. Blackman then stated that he, Toby Davis, Engineer, and Anthony Bennet, Consultant, will meet to devise and submit an "Exception Letter" to T.C.E.Q. regarding implementing a plan for Trihalomethane reduction.

**Grant Projects:**

**City of Pine Forest Water and Sewer Extensions** – The City of Pine Forest received notice of preliminary award of a Block Grant for extension of water and wastewater facilities. This project will begin to move forward in the near future. They conducted a teleconference with the Texas Department of Agriculture representative to kick off activities for procurement of engineer and grant administrator for this project. The City of Pine Forest also has contacted the District to express continued interest proceeding with additional planning for water and sewer line extensions in addition to and separate from the Block Grant.

**City of Vidor Block Grant** – The City of Vidor received notice of preliminary award of a Block Grant for the replacement of private sewer service lines (yard lines) for low-to-moderate income households. This project will heat up in the near future. We have met with the City of Vidor to conduct a telephone conference with the Texas Department of Agriculture representative to kick off activities for procurement of engineer and grant administrator for this grant project. Norman Blackman stated that we have worked with LJA Engineers during the preliminary support of the grant application. Mike Kunst has asked Norman Blackman to be part of the review process in the selection of engineers.

**David Moore Force Main @ Pop's Place:**

Norman Blackman reported that we secured the approval of a permit from TxDOT to install a 4" force main, at the customer's expense, from our existing facilities to the restaurant located at the corner of North FM 105 and Corbet Street. We met with Mr. Moore's contractor for a pre-construction meeting so that the contractor could order materials. Construction should begin by August 22, 2016. The rain has probably slowed them down some but, as long as the weather holds up, it shouldn't take too long to

complete this project as they have ordered the materials and the line is only about 1000' including a highway bore.

Pine Forest Baptist Church has expressed interest in receiving sewer service from this proposed 4" force main. I spoke by phone with Mr. David Hall about making application for a grinder pump station and sewer account. They are aware that there will be a "tie-on" fee to partially reimburse Mr. Moore for the cost of construction of the force main. Norman Blackman has advised the Church that the "tie-on" fee could be as much as \$4,000 or \$5,000 on top of the LPSS fee.

Larry Hunter, Attorney, stated he thought there was something in place to address the future customers on the line extension. The Board suggested that Mr. Blackman get with Mr. Hunter to establish a cost-sharing agreement.

### **Line Extensions:**

A gentleman called inquiring as to capacity and requirements to have service for developing a possible 20 lot Subdivision on Orange St. at South Timberlane. The lots would be 90' deep x 100' wide. Mr. Blackman reported that the District has a 6" line in place with a LPSS located nearby. He added that this property is outside of the District boundaries. After a brief discussion, it was decided that the District would explore the possibilities of installing LPSS units versus gravity lines/lift stations in this area.

Vice President Inzer suggested that the developer assume the responsibilities of maintenance to the LPSS or lift station.

Norman Blackman stated that he has spoken with Lumberton, Trinity Bay Conservation, and Jefferson Co. W.C. I. D. #10 (Central Gardens) concerning developer maintenance of the subdivision systems. They all reported that they are not in favor not like the idea of letting individual businesses or little tiny developments put in and maintain their own systems, because you don't know how much or what you are getting from them, so they all like to maintain the control of the lift stations coming into their system.

715 Lott St. – Stanley Turner put in a Grinder Pump Station some years ago. This is a sewer only account. He has his own water well and there are only 2 or 3 occupied structures. We went out to disconnect sewer service and they had already tampered with the control panel and the pumps, so they weren't operating. We notified the Texas Commission on Environmental Quality and the County. The Justice of the Peace sent Mr. Turner a letter setting a pretrial hearing. The Judge told Mr. Turner he had no choice, either put your own system in or get back on District's system. Mr. Turner has two broken legs from a car accident and has a personal injury lawsuit in progress. He wants to come up with \$4,000.00 down and then pay rest of bill when he gets settlement from the lawsuit. The problem is that not only do they owe the bill, but they have tampered with the panel and the system is missing one pump. The cost of the pump is \$1,200 to \$1,300 with \$4,000.00 to restore service.

President Viator stated that the District should not restore service for less than an \$8,000 payment towards his unpaid balance and cost of restoration of service..

Vice President Inzer stated that the District could restore his service with a payment of \$8,000.00 or Mr. Turner could install an aerated system for \$6,500.00. The choice would be his.

Larry Hunter, Attorney, suggested that Mr. Turner obtain a "Letter of Protection" from his attorneys, LaPray and LaPray. With the "Letter of Protection", the District could possibly accept a payment of \$5,000.00 to be applied to his balance and restoration of service, adding that he would contact attorneys LaPray and LaPray concerning the "Letter of Protection".

Norman Blackman, General Manager, stated that he would provide Mr. Hunter with information regarding Mr. Turner's account.

There being no further discussion regarding the Manager's Report, President Viator called for the Financial Reports.

Chris Serres, Director of Finance and Office Administration, reported on the Budget Comparison Report regarding Revenues and Expenditures for the month of July, Bank Statement Balances, Utility Billing, interest earned and invoices paid for the month of July, 2016.

David LeJune, Operations Manager, presented the Field Report outlining the water pumped, accounted and unaccounted water usage, and work orders issued and completed for the month of July, 2016.

Robert Viator asked if there were any questions on the Manager's Report, Financial Report, Monthly Bills Report, and Operation's Manager Report.

There being no questions, President Viator called for a motion regarding reports presented.

A motion was made by Director Haney and seconded by Vice President Inzer to accept the reports and to approve payment of the monthly invoices as presented. All Voted Aye.

8. Consideration and possible action regarding the Certified Appraised Tax Values in the amount of \$462,738,840.00 for 2016 as presented by Orange County Appraisal District.

A motion by Director Groves and seconded by Vice President Inzer to accept appraised values as presented by the Orange County Appraisal District. All Voted Aye.

9. Consideration and possible action calling for a Public Hearing to be held on September 19, 2016 at 5:30 p.m. regarding the 2016 Proposed Tax Rate of \$0.38885.

A motion was made by Vice President Inzer and seconded by Director Groves to set a Public Hearing on September 16, 2016 at 5:30 p.m. All Voted Aye.

10. Adjournment.

A motion by Vice President Inzer and seconded by Director Groves to adjourn the meeting at 7:05 p.m. All Voted Aye.



Robert Viator, President



Frank Inzer, Vice President