

**Regular Meeting Minutes**

September 26, 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**

Director Trey Haney offered the invocation and Director Guy 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.

**OTHERS PRESENT**

Toby Davis and Jeff Scogin, LJA Engineering, Inc.; George Garza, Vidor Vidorian.

## REGULAR MEETING

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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 Projects 6200A, 6200B, and 6200C have all been completed. Mr. Davis then briefed the Board on Project 6560C - Surplus Funds Water System Improvements Project - Contract 1 Cast Iron Water Line Replacement Project. He stated that the Construction Contract Documents have been executed and a Pre-construction conference was held with the contractor. A notice to proceed has been issued to the contractor for their time to begin on September 19, 2016. Mr. Davis then reported that the plans for Contract 2 - Well Sites 4, 5, & 7 improvements have been finalized and the project should be advertised this week. Bids should be received prior to the October Board Meeting. Mr. Davis reported on Contract 4 – 6560D – Surplus Funds Sanitary Sewer System Improvements Project stating that LJA's efforts this month were concentrated on the water improvements projects. Contract 3 – 6560E – Surplus Funds Water and Sewer Service Extensions Project – LJA has been working on getting utility locates for the water and sewer line routes. He stated that they have continued surveying and working on plans for the water and sewer extensions.

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

A motion by Vice President Inzer and seconded by Director Haney 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:

**Invoice No. 201608958** in the amount of **\$6,993.00** for 6560C – Surplus Funds Water System Improvements Projects; **Invoice No. 201608959** in the amount of **\$8,952.00** for 6560E – Surplus Funds Water and Sewer Service Extensions Project; and **Invoice No. 201609194** in the amount of **\$1,000.00** for 6200A – Contract A – Wastewater Treatment Plant; and **Invoice No. 201608960** in the amount of **\$3,100.00** for 6200C – Sanitary Sewer Collection System Rehabilitation; for a grand total of **\$20,045.00**.

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.

4. Consideration and possible action regarding the approval of Anthony Bennett Consulting's **Invoice #201600028** for TTHM Professional Consulting services in the amount of **\$250.00**.

A motion by Director Haney and seconded by Vice President Inzer to approve payment of Anthony Bennett Consulting's invoice. All Voted Aye.

5. Consideration and possible action regarding filing a lien/judgement against the property owner at 2780 Baywood, Vidor, Texas for non-payment of utility bill.

A motion by Vice President Inzer and seconded by Director Haney that this item be tabled for further review. All Voted Aye.

6. Consideration and possible action regarding the potential refinancing of Unlimited Tax Bonds, Series 2007 and Series 2009 for an approximate savings of \$724,000.00 as proposed for discussion by Mark McLiney of SAMCO Capital Markets, Inc.

A motion by Director Haney and seconded by Director Groves to authorize proceeding with proposed discussion with SAMCO Capital Markets, Inc. regarding potential refinancing of Unlimited Tax Bonds, Series 2007 and Series 2009. All Voted Aye.

7. Consideration and possible action regarding approval/amendments for the minutes of the August 16, 2016 Regular Board Meeting and the September 19, 2016 Public Hearing.

A motion was made by Director Groves and seconded by Vice President Inzer to approve the minutes of the August 16, 2016 Regular Board Meeting and September 19, 2016 Public Hearing. All Voted Aye.

8. Board Member comments.

Vice President Inzer stated that he appreciated everyone's work.

9. 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 on the schedule for implementation of THHM reduction. He stated that our water quality consultant visited with TCEQ representatives recently at a water conference and perceived that TCEQ requiring our District to submit an Exception Request (ER) was not a foregone conclusion as we had come to believe. He still had hope that we might avoid the lengthy and difficult process of ER development and submittal.

Mr. Blackman then stated that as a result of a recent telephone conference, District staff, our consulting engineer and our water quality consultant has developed the following project schedule:

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|--|-------------------|
| 1. Coordinate with TCEQ to get a firm answer about the requirement for an ER by: | September 30,     |
| 2. Proceed with Engineering contract development; complete by:                   | October 14, 2016  |
| 3. Proceed with Engineering Design & Plans Production; complete by:              | January 31, 2017. |
| 4. TCEQ Plans Review Process by:   | March 31, 2017    |
| 5. Bidding, Awarding, Notice to Proceed  | May 30, 2017      |
| 6. Construction Phase complete by:   | November 30, 2017 |
| 7. Air Stripper Operational by:  | December 15, 2017 |

### **Grant Projects:**

**City of Vidor Block Grant** – The City of Vidor and Water District personnel met to review the proposals received from engineers and grant administrators to provide the professional services necessary to implement the Grant Project. LJA Engineers, Inc. and Traylor and Associates were selected for recommendation to the City Council.

**City of Pine Forest Block Grant** – The City of Pine Forest and Water District personnel met to develop requests for proposals from engineers and grant administrators to provide the professional services necessary to implement the Grant Project. Those proposals are due Monday, September 26, 2016. A committee of City of Pine Forest officials and Water District personnel will meet on Tuesday the 27<sup>th</sup> to review the proposals and recommend firms for Council selection.

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

This force main project has been completed, and the grinder pump station at Pop's Place restaurant has been installed, but not yet made operational. District cost for this project was limited to \$3,450.00 for the upgrade from 3" diameter force main to a 4" diameter and some miscellaneous assistance to Mr. Moore and Norman Blackman by our engineers.

### **Pine Forest Baptist Church:**

Pine Forest Baptist Church has expressed interest in receiving sewer service from this 4" force main. The church is currently making plumbing revisions to provide for tying in all sewer facilities to a grinder pump station to be installed on the tract.

### **Elton Conn:**

Norman Blackman informed the Board of Directors that Mr. Conn has completed 40 years of service to the District as of Friday, September 23, 2016.

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 August, Bank Statement Balances, Utility Billing, interest earned and invoices paid for the month of August, 2016.

David LeJune, Operations Manager, presented the Field Report outlining the water pumped, accounted and accounted water usage, and work orders issued and completed for the month of August, 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 Groves and seconded by Director Haney to accept the General Manager's monthly status report, financial reports and field reports as presented. All Voted Aye.

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

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

11. Consideration and possible action regarding adopting the 2016 Tax Rate in the amount of \$0.38885 as presented by Lynda Gunstream, Orange County Tax Assessor/Collector.

A motion by Vice President Inzer and seconded by Director Haney to adopt the 2016 Tax Rate of \$0.38885 as presented by Lynda Gunstream, Orange County Tax Assessor/Collector. All Voted Aye.

12. Consideration and possible action regarding initial discussion about the renewal or replacement of the District's health insurance policy which will expire November 30, 2016; to schedule an Insurance Committee meeting; and to authorize discussions with Beaty Insurance Agency regarding renewal options.

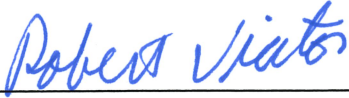
Norman Blackman, General Manager, reported that it was the time of year to begin the renewal process for Health Insurance. He also reported that our current provided has submitted a proposal with a 12.6% increase above last year's cost. He informed the Board that proceedings have begun through our current insurance agent, Beaty Insurance, to receive bids for health insurance through other providers.

After a discussion, the staff was directed to pursue the use of local insurance agents that have offices within the District Boundaries and to set a date for the insurance committee to meet regarding proposals that have been submitted for health insurance the 2016-2017 year.

A motion was made by Director Haney and seconded by Vice President Inzer to set an insurance committee meeting to review proposals for health insurance. All Voted Aye.

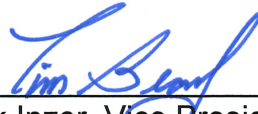
13. Adjournment.

A motion by Vice President Inzer and seconded by Director Groves to adjourn the meeting at 7:10 p.m. All Voted Aye.



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Robert Viator, President



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Frank Inzer, Vice President