

**MINUTES OF
REGULAR MEETING**

Regular Meeting Minutes

March 19, 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

President Viator called the meeting to order at 5:30 p.m.

ANNOUNCE THE PRESENCE OF A QUORUM

President Viator announced the presence of a quorum with Secretary Beard, Director Groves, and Director Haney present. Vice President Inzer was absent.

STAFF PRESENT

General Manager Norman Blackman, Operations Manager David LeJune, and District's Attorney Larry Hunter were present.

OTHERS PRESENT

Jeff Scogin and Toby Davis of LJA Engineering, Inc. and George Garza of the Vidorian were present.

INVOCATION AND PLEDGES

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

MEETING AGENDA

1. Citizen comments.

There were no Citizen Comments.

2. Consideration and approval of Order of Cancellation of General Election of May 5, 2018 for Unopposed Candidates for Directors.

A motion was made by Secretary Beard and seconded by Director Haney to approve the Order of Cancellation of General Election of May 5, 2018 for Unopposed Candidates for Directors. All voted Aye.

3. Consideration and possible action to cancel AutoMark Lease Agreement and Orange County 2018 Election Services Contract.

A motion was made by Director Groves and seconded by Director Haney to cancel the AutoMark Lease Agreement and Orange County 2018 Election Services Contract. All voted Aye.

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

Jeff Scogin gave an overview of the 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 Improvement)**

Contract No. 1

The contractor is working on asphalt road restoration and cleanup.

Contract No. 2

This project has been completed.

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

LJA is in the process of sizing pumps for the West Davis and the Alamo Lift Stations. Plans are being marked up and revised. Meetings are being held with the District to review pump capacities and plans.

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 improvements projects.

B877-1001 – WELL SITE 7 TTHM TREATMENT SYSTEM

Engineering services included resident project representation and construction contract administration.

The ground storage tank arrived during this period. Erection of the tank is underway. LJA also reviewed chemical feed submittals.

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

The construction is in progress. One thousand six hundred sixty-eight (1,668) feet of 6" water line have been installed on Lakeview Cutoff and two hundred thirty (230) feet of 2" have been installed on McVey. One thousand six hundred sixty-eight (1,668) feet of 3" sanitary sewer force main have been installed on Lakeview Cutoff and five hundred fifty-eight (558) feet of 2" sanitary sewer force main have been installed on McVey.

The District is in the process of acquiring easements for the 9 properties to receive grinder pump stations and water services. Seven out of the nine residents have signed the easements.

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

The construction is in progress. However, no work has been done in the month of February due to the weather and the ground being too saturated.

A motion was made by Director Groves and seconded by Director Haney to approve LJA Engineering, Inc. Monthly Status Report as presented. All voted Aye.

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

Invoice No. 201801762 in the amount of **\$2,130.00** for Project No. 6560C – Surplus Funds Water System Improvements Project; **Invoice No. 201801763** in the amount of **\$1,650.00** for Project NO. 6560D – Surplus Funds Sanitary Sewer System Improvement Project; **Invoice No. 201801764** in the amount of **\$1,668.00** for Project No. B877-1001 – Well Site 7 TTHM Treatment System; and **Invoice No. 201801756** in the amount of **\$356.00** for Project No. B877-6282 – General Services Contract – TXDOT Permitting Services for Force Main; and **Invoice No. 201801815** in the amount of **\$7,388.00** for Project No. B877-1004 – General Services Contract – Developing the Sanitary Sewer Overflow (SSO) Plan for a **Grand Total** of **\$13,192.00**.

A motion was made by Secretary Beard and seconded by Director Groves to approve LJA Engineering, Inc. monthly invoices for District projects as presented. All voted Aye.

6. Consideration and possible action regarding approval of Allco Inc. **Monthly Estimate No. 5** for Water Well Site 7 TTHM Treatment System, 2017 Water System Improvements Project in the amount of **\$81,960.46**.

Jeff Scogin presented a brief overview of Allco's monthly estimate.

A motion was made by Director Groves and seconded by Secretary Beard to approve payment of Allco Inc. **Monthly Estimate No. 5** for Water Well Site 7 TTHM Treatment System, 2017 Water System Improvements Project in the amount of **\$81,960.46**. All voted Aye.

7. Consideration and possible action regarding approval/amendments for the minutes of the **February 19, 2018 Regular Board Meeting**.

A motion was made by Director Haney and seconded by Director Groves to approve the minutes of the **February 19, 2018 Regular Board Meeting**. All voted Aye.

8. Consideration and possible action regarding a proposed **Resolution 01-2018** providing for the District's continued participation with the City of Vidor in a Residential Tax Abatement program for those areas of the Water District lying within the City of Vidor's designated residential investment zones for the purpose of promoting residential development/redevelopment within such designated areas of the City of Vidor.

A motion was made by Director Groves and seconded by Director Haney to approve the proposed **Resolution 01-2018** providing for the District's continued participation with the City of Vidor in a Residential Tax Abatement program for those areas of the Water District lying within the City of Vidor's designated residential investment zones for the purpose of promoting residential development/redevelopment within such designated areas of the City of Vidor.

9. Board Member comments.

There were no Board member comments.

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

Norman Blackman presented the Manager's Report on the following topics:

- **Hurricane Harvey Recovery**
 - **WWTP -**
 - **FEMA Assistance -**
 - **Field Office and Warehouse Area Repair/Upgrades -**
- **WWTP Replacement Generators**
- **Oak Hollow (Freddy Blanchard) MHP -**
- **Water Line Replacement Project Street Repairs -**
- **Archie Street Repaving -**
- **Sugar Pines MHP/Iwanda MHP/Future MHP Water/Sewer Line Extensions -**
- **TCEQ SSO Initiative Agreement - I & I Reduction Efforts -**
- **City of Vidor 2015-2016 Block Grant -**
- **City of Vidor 2017-2018 Block Grant -**
- **City of Pine Forest 2015-2016 Block Grant -**
- **Field Personnel Shortage -** We are working on hiring people to fill the positions.

- **Dirty Water Complaints -**

Norman Blackman presented the Financial Report in Chris Serres absence as follows:

The monthly billing is up this month by a little over \$10,000.00. All of the accounts balance. On the Special Projects Account we had our monthly transfer of \$4,166.67, interest earned of \$285.66, and expended \$61,726.70. On the Water and Sewer Major Maintenance Account, we had the monthly transfer of \$4,166.67, interest earned of \$120.14, and expended of \$25,646.00.

On the Budget Comparison Report our revenues were \$339,720.00 which is \$9,962.00 below the monthly budget. The expenditures for the month were \$319,779.00 which is less than the monthly budget by \$15,738.00. We were over on the total budget on overtime salaries by \$3,138.00.

We earned \$9,180.37 in interest for the month of February, 2018.

David LeJune presented the Field Report as follows:

We pumped 28,588,000 and accounted for 26,778,125. The percentage unaccounted for was 6.33%. We treated 61,027,000 of wastewater. We performed a total of 353 water jobs and 78 sewer jobs for a total of 431 jobs. We had 17 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 report as presented. All voted Aye.

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

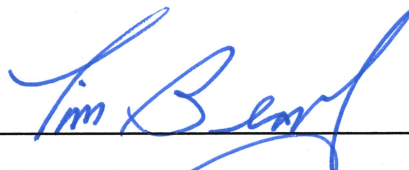
A motion was made by Secretary Beard and seconded by Director Groves to approve payment of the District's monthly bills. All voted Aye.

12. Adjournment.

A motion was made by Secretary Beard and seconded by Director Haney to adjourn at 7:22 p.m.



Robert Viator, President



Tim Beard, Secretary