

Regular Meeting Minutes

December 14, 2020 – 5:30 pm

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

Robert L. Viator, Sr.....President
Frank Inzer.....Vice President
Tim Beard.....Secretary
Trey Haney.....Director
Guy Groves.....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 Inzer called the meeting to order at 5:30 pm

ANNOUNCE THE PRESENCE OF A QUORUM

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

STAFF PRESENCE

Chris Serres, General Manager, David LeJune, Operations Manager, Kim Roark, Administrative Assistant, and Larry Hunter, Attorney were present.

OTHERS PRESENCE

Jeff Scogin, LJA Engineering.

INVOCATION AND PLEDGES

Invocation was given by Secretary Beard and Pledges were led by Director Groves

1. Citizen comments.

There were no citizen comments.

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

Jeff Scogin, LJA Engineering, presented LJA Engineering 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 Sanitary Sewer Lift Station project will be 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. A set of plans are being drafted and the contract documents are nearly complete. We are waiting on the electrical design before finalizing a set of review plans. We will continue to keep the staff apprised of our schedule and involved in any design decisions.

Well Site #5 – Ground Storage Tank Replacement Project

Services this month include construction phase services. The Contractor is currently waiting on the delivery of the ground storage tank. The Contractor originally estimated the arrival of the tank to be within the first two weeks of December, however, tank installer is currently under covid-19 quarantine and anticipates the tank arrival the week of December 28th, 2020. Once the tank is delivered, construction of the tank will begin as well as the remaining work on the header and yard piping.

A motion was made by Director Groves and seconded by Secretary Beard to except the monthly status report from LJA Engineering. All Voted Aye.

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

Invoice No. 202023531 in the amount of \$458.01 for Project No. B877-1006 – Well Site 5 GST Replacement Project and Invoice No. 202023525 in the amount of \$6,963.90 for Project No. B877-1005 – Disaster Recovery – Sanitary Sewer LS Restoration Project for a Grand Total of \$7,421.91.

A motion was made by Secretary Beard and seconded by Director Groves to approve payment of Invoice No. 202023531 in the amount of \$458.01 for Project B877-1006-Well Site 5 GST Replacement Project and Invoice No. 202023525 in the amount of \$6,963.90 for Project No. B877-1005- Disaster Recovery – Sanitary Sewer LS Restoration Project. Grand Total \$7,421.91. All Voted Aye

4. Consideration and possible action ratifying payment of MK Constructors' Monthly Estimate No. 1 in the amount of \$39,215.48 and Monthly Estimate No. 2 in the amount of \$48,539.02 for Well Site 5 – Ground Storage Tank Replacement Project for a total of \$87,754.50.

A motion was made by Director Groves and Seconded by Secretary Beard to ratify payment of Estimate No.1 in the amount of 39,215.48 and Estimate No. 2 in the amount of 48,539.02 for Well Site 5 Ground Storage Tank Replacement to MK Constructors. All Voted Aye

5. Consideration and possible action regarding approval of Anthony Bennett Consulting Invoice #202000301 for TTHM Professional Consulting Services in the amount of \$250.00.

A brief discussion ensued regarding the progress on the TTHM project. Chris Serres informed the Board that she and David LeJune were in the process of setting up a meeting with a gentleman in another District who is familiar with the use of Chloramines. It is a possible direction the District will take toward lowering the TTHM's.

A motion was made by Secretary Beard and seconded by Director Groves to pay Invoice #202000301 for TTHM Professional Consulting Services in the amount of \$250.00. All Voted Aye.

6. Consideration and possible action to approve the Construction Contract for the Hwy. 105 North Line Extension project to Jet Aeration, Inc. in the amount of \$49,975.00 and to approve a Change Order due to increase in material costs in the amount of \$7,837.50 for a total contract of \$57,812.50 and to authorize the General Manager to sign the Construction Contract on behalf of the District after it is reduced to writing.

A motion was made by Director Groves and seconded by Secretary Beard to approve a contract with Jet Aeration, Inc in the amount of \$57,812.50 for the Hwy.105 North Line Extension project and to authorized the General Manager to sign the Construction Contract on behalf of the District after it is reduced to writing. All Voted Aye.

7. Consideration and possible action regarding approval/amendments for the minutes of the November 16, 2020 Regular Board Meeting.

A motion was made by Director Groves and Seconded by Secretary Beard to approve the minutes of the November 16, 2020 Regular Board Meeting. All Voted Aye.

8. Board Member comments.

No Comments.

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

Chris Serres informed the Board that construction invoices for the Ground Storage Tank project are now being submitted by the Contractor and that she will need to transfer funds from the Contingency Fund to cover payment of these invoices. She then reminded the Board that this project is one that will be covered by either Grant Funds if the District is awarded funds from the MIT Grant or submitted as a Surplus Funds Project and that the Contingency Fund will be reimbursed from one of these sources.

A motion was made by Secretary Beard and seconded by Director Groves to except the General Manager's report and allow Chris to transfer funds from the Contingency Account to the general operating account as needed for the Ground Storage Tank Project. All Voted Aye.

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

A motion was made by Director Groves and seconded by Secretary Beard to approve payment of the monthly bills as presented. All Voted Aye

11. Consideration and possible action approving Resolution No. 07-2020 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 Director Groves and was seconded by Secretary Beard to approve Resolution No. 07-2020 Orange County Water Control and Improvements District #1 Investment Policies and Strategies in compliance with the Public Funds Investment Act Chapter 2256. All Voted Aye

12. Consideration of approval of a petition to enter an order to add land to the Water District concerning property described in Deed dated October 21, 1941 from E. C. Weaver, et ux, to E. H. Moore, recorded in Vol. 72, Page 62, Deed Records of Orange County, Texas, commonly referred to as 315 Medford Lane, Vidor, Texas, owned by Cecilia Loiacano.

A motion was made by Director Groves and seconded by Secretary Beard to approve the petition to enter an Order to add land to the Water District concerning property described in Deed dated October 21, 1941 from E. C. Weaver, et ux, to E. H. Moore, recorded in Vol. 72, Page 62, Deed Records of Orange County, Texas, commonly referred to as 315 Medford Lane, Vidor, Texas, owned by Cecilia Loiacano. All Voted Aye.

13. Consideration of approval of a petition to enter an order to add land to the Water District concerning property described as Lot Number Eighteen (18) and the adjacent West Forty-eight Feet of Lot Number Nineteen (W. 48 ft. of Lot 19) of Block Number Two (2) of EASTGATE ESTATES, a subdivision in Orange County, Texas, according to the map or plat of record in Vol. 7, Page 73, Map Records of Orange County, Texas, commonly referred to as 1730 Orange Street, Vidor, Texas, owned by Sherry Block.

A motion was made by Director Groves and seconded by Secretary Beard to approve the petition to enter an order to add land to the Water District concerning property described as Lot Number Eighteen (18) and the adjacent West Forty-eight Feet of Lot Number Nineteen (W. 48 ft. of Lot 19) of Block Number Two (2) of EASTGATE ESTATES, a subdivision in Orange County, Texas, according to the map or plat of record in Vol. 7, Page 73, Map Records of Orange County, Texas, commonly referred to as 1730 Orange Street, Vidor, Texas, owned by Sherry Block. All Voted Aye.

14. Consideration of approval of a petition to enter an order to add land to the Water District concerning property described as Lot No. 1, Block No. 1 of COLONIAL LANE ESTATES UNIT 1, a subdivision in Orange County, Texas, according to the map or plat of record in Vol. 8, Page 9, Map Records of Orange County, Texas, commonly referred to as 585 Concord Street, Vidor, Texas, owned by Michael J. Gentry and Debra Gentry.

Motion was made by Director Groves and seconded by Secretary Beard to approve the petition to enter an order to add land to the Water District concerning property described as Lot No. 1 Block No. 1 of COLONIAL LANE ESTATES UNIT 1, a subdivision in Orange County, Texas, according to the map or plat of record in Vol. 8, Page 9, Map Records of Orange County, Texas, commonly referred to as 585 Concord Street, Vidor, Texas, owned by Michael J. Gentry and Debra Gentry. All Voted Aye.

15. Consideration and possible action granting Entergy Texas, Inc. a 10' wide Easement along the frontage of FM 1132 (Well Site No. 5) with an additional 10' x 5' Down Guy Easement at each of the two new pole locations. (See Exhibit A attached)

A motion was made by Secretary Beard and seconded by Director Groves to grant Entergy a 10' Easement on Fm1132 (Well Site No. 5) with an additional 10'x5' Easement for Guide Wire. All Voted Aye.

16. Consideration and possible action regarding the appointment of Budget, Audit, and Insurance Committee members.

A motion was made by Director Groves and seconded by Secretary Beard to appoint the Budget, Audit, and Insurance Committee Members as follows:

Budget Committee: Robert Viator and Frank Inzer

Audit Committee: Frank Inzer and Tim Beard

Insurance Committee: Trey Haney and Guy Groves

All Voted Aye.

17. Executive Session pursuant to Section 551.074(a)(1) of the Texas Government Code to deliberate the employment, evaluation, or reassignment of an employee of the Water District.

A motion was made by Secretary Beard and seconded by Director Groves to recess the Regular open session @ 7:00 PM and to enter into a Closed Executive Session. All Voted Aye

Motion made by Director Groves and seconded by Secretary Beard to adjourn the Executive Session and reconvene the Regular open Session @ 7:15 PM. All Voted Aye.

18. General Open Session, if necessary, for the consideration of any action necessary following the deliberation in executive session concerning the employment, evaluation, or reassignment of an employee of the Water District.

Motion was made by Secretary Beard And seconded by Director Groves to extend medical insurance benefit to John D. Johnson while he is on leave due to a personal illness and unable to work with the premium being paid by District not to exceed a period of one quarter and to revisit at the end of the first quarter if needed. All Voted Aye.

19. Adjournment.

A motion to was made by Director Groves and seconded by Secretary Beard to adjourn the meeting at 7:20 p.m. All Voted Aye.



Frank Inzer, Vice President



Tim Beard, Secretary

