

Regular Meeting Minutes

July 18, 2022 – 5:30 pm

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

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

President Frank Inzer called the Regular Meeting to order at 5:30 p.m.

ANNOUNCE THE PRESENCE OF A QUORUM

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

STAFF PRESENT

Chris Serres, General Manager was present. David LeJune, Operations Manager was absent.

OTHERS PRESENT

Jeff Scogin, LJA Engineering, and Kate Leverett, Attorney were present.

INVOCATION AND PLEDGES

Invocation was given by Director Troy Taylor and Pledges were led by Director Kelly Brewer.

MEETING AGENDA

1. Citizen comments.

There were no comments.

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

Jeff Scogin, LJA Engineering presented the Engineer's monthly status report as follows:

**ORANGE COUNTY WCID No. 1
2015 Surplus Funds Water and Sanitary Sewer Projects
ENGINEERING INVOICE DETAIL
June 2022**

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)

LJA has continued working on final revisions to the Alamo lift station. In addition, structural engineering is being done for the pump lifts for all of the lift stations.

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.

**ORANGE COUNTY WCID #1
Texas Water Development Board
TWDB CWSRF Project No. 73825
Sanitary Sewer Lift Station Restoration Project
PROJECT STATUS REPORT
June 2022**

Services through this month include coordination with TWDB and construction phase services.

MK Constructors reached a stopping point until equipment starts arriving. Below is the estimated delivery dates for the equipment.

- Steel platform is estimated to be delivered by the end of July.
- Submersible pumps are estimated to be delivered by the end of August.
- Pump control panels are estimated to be delivered the mid-September.
- Electrical switch gears are estimated to be delivered mid-October.
- Generator automatic transfer switch is estimated to be delivered mid- October.
- Generator is estimated to be delivered mid-April 2023.

Jeff Scogin informed the Board that they have made progress on the Alamo Lift Station. They are waiting on the electrical engineer to wrap up his revisions. The structural

engineers are working on the plans for the pump lifts and almost complete with the pump lift supports for each lift station. Mr. Scogin informed the Board that MK Contractors is at a stopping point until equipment is delivered. The equipment is estimated to be delivered by end of July to mid-October. He also stated that generators are estimated to arrive April 2023. Mr. Scogin mentioned West Davis Lift Station Project was included with the HGMP application if it were to get funded, that the District would not have to use Surplus Funds on this project. On the water and sewer line extensions, Mr. Scogin plans to get with David Lejune, Operations Manager in the next two or three days to go over details and finalize all the quantities to move forward with the Surplus Fund projects. Chris Serres, General Manager added that the District should have the Deed to the tract of land to expand at West Davis by next week.

A motion was made by Vice President Tim Beard and seconded by Director Kelly Brewer to accept LJA Engineering, Inc. Monthly Status Report concerning ongoing District projects as presented. All voted Aye.

3. Consideration and possible action regarding approval of LJA Engineering, Inc. monthly invoices for District projects as listed: Invoice No. 202215783 in the amount of \$5,602.00 for Project No. B877-6282 – General Services – Chloramine Study, CCN Amendment, and HMGP Grant Application; Invoice No. 202215897 in the amount of \$574.10 for Project No. B877-1005 – TWDB Disaster Recovery – Sanitary Sewer LS Restoration Project; and Invoice No. 202215802 in the amount of \$3,500.00 for Project No. 37 – 2015 Surplus Funds Water and Sanitary Sewer Projects, for a Grand Total of \$9,676.10.

Jeff Scogin informed the Board the GIS mapping for the amendment to the CCN should be completed this week. Chris Serres stated that the CCN Amendments include areas in Pine Forest, Gibson Street and Lexington. Kate Leverett, Attorney explained the Amendment process to the Board.

A motion was made by Director Kelly Brewer and seconded by Director Troy Taylor to authorize payment LJA Engineering, Inc. monthly invoices for District projects as presented. All voted Aye.

4. Presentation by Kate Leverett, Attorney, on the Open Meetings Act, Government Code, Chapter 551.

Kate Leverett presented an overview of the Texas Open Meetings Act, Government Code, Chapter 551 to the Board of Directors.

No formal action was necessary.

5. Consideration and possible action regarding approval/amendments of the minutes of the June 20, 2022, Regular Board Meeting.

While reviewing the minutes, Vice President Tim Beard questioned the Preliminary Tax Value increase. Chris Serres noted this is the Preliminary Tax Values for 2022. We will not know the actual increase amount until the District receives the Certified Tax Values. She stated that she will present an article on the cause of the tax value increase across the state of Texas at the next meeting.

A motion was made by Director Kelly Brewer and seconded by Director Troy Taylor to approve the minutes of the June 20, 2022, Regular Board Meeting. All voted Aye.

6. Board Member comments.

Director Troy Taylor - Mr. Taylor inquired about the District implementing a reimbursement program for developers or individuals on water and sewer line extensions. He suggested that the cost should be divided up by the number of potential taps and then reimbursed to the developer or individual. Mr. Taylor, as an example, referred to his mother needing a sewer line ran to her neighborhood. She will have to pay to run the line and to get it hooked up. Almost \$10,000 out of pocket for somebody to tap in and just pay a \$1,000 for sewer tap. Kate Leverett, Attorney mentioned going over and checking on any Developer Policies the District may currently have in place and looking into the Texas Administrative Code. The Board members instructed Chris Serres, General Manager to put an item on the agenda for possible action regarding a Reimbursing Policy.

Director Kelly Brewer – Mr. Brewer suggested the use of a \$200 product called Bore Saver (Oaxlic Acid). Like the chloramine study, he is doing his own pilot study to his two water systems. This product seems to have rid his two water systems of iron, manganese, and organic matter. Mr. Brewer explained that organic matter combines with chlorine and that produces TTHM. This product could help the District in not having to do the costly Chloramine conversion on the District's wells by having a solution at reasonable cost on improving TTHM levels. The Board of Directors discussed that we should first get with David LeJune, Operations Manager, the District's engineers, and our consultant Anthony Bennett to do a study to certify that this is a safe product before using any products in our wells. The Board discussed their interest in Bore Saver (Oaxlic Acid), and it is worth having our engineers to do a study on the product.

Vice President Tim Beard - Mr. Beard stated he has one observation and that is to take it very diplomatic and let David LeJune and the engineers work with the Bore Saver (Oxalic Acid) in gathering information and doing a study. He also stated that Mrs. Leverett was good at helping the meeting move along.

President Frank Inzer – Mr. Inzer stated that the District is trying to collect on sewer only accounts. The District mailed out notices and final warnings to delinquent customers that the District will be removing the sewer tap. Chris Serres, General Manager informed the Board that after mailing out notices the District is starting to get some payments. When the District removes a sewer tap, we notify the Code Enforcement that the sewer tap has been removed and is capped on the District's end. The Board discussed the notification of the property owners prior to removing sewer taps on rental property. Mrs. Serres explained the confidentiality of account information and that we cannot discuss accounts with anyone other than the account holder. Kate Leverett, Attorney stated that the District can notify the property owner that we will be on their property out of courtesy. The District must have something in writing and signed by the renter to disclose any information to the property owner. The Board of Directors also discussed that when the sewer tap has been removed and then the bill is paid in full, the customer must also pay a reconnection fee to re-install the sewer tap. If the property owner or a new renter seeks service for that location they must open their own account and pay a new service deposit.

7. Consideration and possible action to grant and convey a 30x30 tract of Lot 17 Heritage Park to the owners of the adjoining Lot Part of 17 Heritage Park (51 Heritage).

The Board discussed the location of the property and deeding it to the adjoining property owners.

A motion was made by Vice President Tim Beard and seconded by Secretary Trey Haney to grant and convey a 30x30 tract of Lot 17 Heritage Park to the owners of the adjoining Lot Part of 17 Heritage Park (51 Heritage). All voted Aye.

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

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

- Delinquent Sewer Only Accounts - After mailing out Notices, we are having great success on collecting from delinquent accounts.
- West Davis Lift Station - We have had success in getting the Deed to the tract of land to expand West Davis. We should have the Deed by next week.
- Mrs. Serres gave an overview of the financials for the month of June 2022 starting with the Monthly Billing Re-cap; Billings are up \$8,365.83 when compared to last month's billing. Revenues came in at \$87,523 more than expenditures. Revenues for the month were \$437,089; Expenditures for the month were \$349,566. We came in well under projected budget for this year. She then gave an overview of line items of expenditures. Bank statements on all accounts are balanced with a combined total of \$9,482,881.19. With an Interest Rate increase from .691700% previous month to .846800% current month; Interest earned for the month of June 2022 was \$6,551.48.
- Mrs. Serres presented the Field Report stating that 33,119,000 gallons of water was pumped into the systems with 9.81% being unaccounted. He stated 23,441,000 gallons of wastewater was treated at the plant. There were 364 water jobs and 39 sewer jobs; a combined total of 403 work orders were completed during the month of June 2022. The Board discussed having the monthly report to reflect water on jobs for new taps.


A motion was made by Director Kelly Brewer and seconded by Vice President Tim Beard to accept the General Manager's monthly status and financial report as presented. All voted Aye.

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

A motion was made by Secretary Trey Haney and seconded by Director Kelly Brewer to approve the payment of the District's monthly bills. All voted Aye.

10. Adjournment.

A motion was made by Director Kelly Brewer and seconded by Secretary Trey Haney to adjourn the meeting at 7:47 p.m. All voted Aye.



Frank Inzer, President



Trey Haney, Secretary