

**Regular Meeting Minutes**

August 15, 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**

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

**ANNOUNCE THE PRESENCE OF A QUORUM**

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

**STAFF PRESENT**

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Chris Serres, General Manager was present.

**OTHERS PRESENT**

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

**INVOCATION AND PLEDGES**

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Invocation was given by Vice President Tim Beard and Pledges were led by Director Troy Taylor.

**MEETING AGENDA**

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- 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  
July 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. Additional work has also been done on the other 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  
July 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 Mid-August.
- 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.

Mr. Scogin stated that he met with the electrical engineers last week on the Alamo Lift Station and there will be possible changes. Toby Davis, LJA Engineering will soon be meeting with Chris Serres, General Manager, David LeJune, Operations Manager, and Rayford Ackley, Chief Plant Operator to discuss some possible electrical revisions on the Alamo Lift Station to finalize and to discuss Surplus Funds Projects. Mr. Scogin is hoping to start the bidding process on the Alamo Sanitary Sewer Lift Station Rehabilitation Project within the next month, adding that we are still waiting on the approval for Surplus Funds to move forward on the Water and Sewer Service Extensions Projects. In Phase I, the areas to extend and improve water and sewer lines, are on the north end of the District along Highway 105 and the south end of the District along Old Spanish Trail and along Connell Road. Director Taylor inquired about getting the Boundary Map updated. Mr. Scogin gave an overview on the TWDB Sanitary Sewer Lift Station Restoration Project.

A motion was made by Vice President Tim Beard and seconded by Director Kelly Brewer to approve 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. 202219164 in the amount of \$1,784.50 for Project No. B877-6282 – General Services – CCN Amendment and Extension Request on TTHM Enforcement Order and Invoice No. 202219165 in the amount of \$2,000.00 for Project No. 38 – 2015 Surplus Funds Water and Sanitary Sewer Projects, for a Grand Total of \$3,784.50.

Vice president Tim Beard inquired on the extension request for TTHM issue. Chris Serres, General Manager, stated the District filed a requested to TCEQ requesting an extension on the enforcement order for TTHM issues to give the District time to get the Chloramine conversion implemented. The invoice for Surplus Funds Water and Sanitary Sewer projects consists of three projects.

A motion was made by Secretary Trey Haney and seconded by Director Kelly Brewer to approve payment of LJA Engineering, Inc. monthly invoices for District projects as presented. All voted Aye.

4. Consideration and possible action to approve the advertisement for bids for the Alamo Sanitary Sewer Lift Station Rehabilitation Project.

A motion was made by Director Trey Haney and seconded by Director Kelly Brewer to approve the advertisement for bids for the Alamo Sanitary Sewer Lift Station Rehabilitation Project. All voted Aye.

5. Consideration and possible action regarding approval/amendments of the minutes of the July 18, 2022, Regular Board Meeting.

A motion was made by Vice President Tim Beard and seconded by Secretary Trey Haney to approve the minutes of the July 18, 2022, Regular Board Meeting. All voted Aye.

7. Consideration and possible action ratifying the amendment to the Operations Policy to increase water and sewer rates for the 2022/2023 Fiscal Year and to increase certain fees as outlined in the policy.

A motion was made by Director Kelly Brewer and seconded by Secretary Trey Haney to approve ratifying the amendment to the Operations Policy to increase water and sewer rates for the 2022/2023 Fiscal Year and to increase certain fees as outlined in the policy. All voted Aye.

8. Consideration and possible action to approve the amended and revised Regulations Governing Systems Extensions and the amended and revised Rules and Regulations Governing Sewer House Lines and Sewer Connections and to render these policies an extension of the Operations Policy.

A motion was made by Director Kelly Brewer and seconded by Secretary Trey Haney to approve the amended and revised Regulations Governing Systems Extensions and the amended and revised Rules and Regulations Governing Sewer House Lines and Sewer Connections and to render these policies an extension of the Operations Policy. All voted Aye.

9. Consideration and possible action to approve the Storm Water Discharge Policy as presented and to render this policy an extension of the Operations Policy.

A motion was made by Director Kelly Brewer and seconded by Secretary Trey Haney to approve the Storm Water Discharge Policy as presented and to render this policy an extension of the Operations Policy. All voted Aye.

10. Consideration and possible action to approve a Water and Sewer Line Extension Policy providing for a reimbursement agreement to customer's who live outside the District and request a line extension for water and/or sewer and to render this policy an extension of the Operations Policy.

The Board of Directors and Kate Leverett, Attorney discussed the policy, procedures, time limits on reimbursements, tap fees and administrative fees in the proposed Water and Sewer Extension Policy for a reimbursement agreement for out of district customers. The policies and procedures that other surrounding Districts currently have, was also discussed.

A motion was made by Director Kelly Brewer and seconded by Vice President Tim Beard to table the action on approving a Water and Sewer Line Extension Policy providing for a reimbursement agreement to customer's who live outside the District and request a line extension for water and/or sewer and to render this policy an extension of the Operations Policy to take time to review the proposed policy. All voted Aye.

11. Consideration and possible action to approve a Water and Sewer Line Extension Reimbursement Agreement.

Kate Leverett, Attorney gave an overview on the proposed Water and Sewer Line Extension Reimbursement Agreement.

A motion was made by Director Kelly Brewer and seconded by Vice President Tim Beard to table the action on approving a Water and Sewer Line Extension Reimbursement Agreement to take time to review the proposed agreement. All voted Aye.

12. Consideration and possible action to approve an amendment to the Inter-Governmental Agreement between Orange County Water Control & Improvement District No. 1 and the City of Rose allowing for the disconnection of water service for unpaid sewer service as provided for in the Texas Administrative Code Chapter 24 Subchapter F(e)(1).

A motion was made by Director Kelly Brewer and seconded by Director Troy Taylor to approve an amendment to the Inter-Governmental Agreement between Orange County Water Control & Improvement District No. 1 and the City of Rose allowing for the disconnection of water service for unpaid sewer service as provided for in the Texas Administrative Code Chapter 24 Subchapter F(e)(1). All voted Aye.

13. Consideration and possible action to approve a quote from EyeOn-Pinpoint Alarms for the installation of cameras at the Administrative Office/Warehouse, the Wastewater Treatment Plant, and at Wells No. 5, 6, and 7 in the amount of \$32,361.51.

The Board of Directors discussed the series of theft and burglaries at multiple sites and getting more lighting at the Wastewater Treatment Plant.

A motion was made by Vice President Tim Beard and seconded by Director Kelly Brewer to approve a quote from EyeOn-Pinpoint Alarms for the installation of cameras at the Administrative Office/Warehouse, the Wastewater Treatment Plant, and at Wells No. 5, 6, and 7 as presented. Vice President Tim Beard, Secretary Trey Haney, and Director Kelly Brewer all voted Aye. Director Troy Taylor voted Nay stating the installation of lighting should be done before installing new cameras.

14. Consideration and possible action regarding the approval of the 2022 Certified Tax Values in the amount of \$622,347,033 as presented by Chief Appraiser of Orange County Appraisal District and the Orange County Tax Assessor Collector.

A motion was made by Director Troy Taylor and seconded by Vice President Tim Beard to approve the 2022 Certified Tax Values as presented. All voted Aye.

15. Consideration and possible action to approve or to amend the 2022 Proposed Tax Rate of \$0.33760 per \$100.00 of Tax Valuation; and to call for a Public Hearing to be held on September 19, 2022, at 5:30 p.m. to consider the 2022 Proposed Tax Rate.

A motion was made by Vice President Tim Beard and seconded by Secretary Trey Haney to approve the 2022 Proposed Tax Rate of \$0.33760 per \$100.00 of Tax Valuation; and to call for a Public Hearing to be held on September 19, 2022, at 5:30 p.m. to consider the 2022 Proposed Tax Rate. All voted Aye.

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

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

- TWDB Intended Use Plan (IUP) – Jared Defrancis, LJA Engineering informed the Board of Directors that the District was accepted and eligible to apply for the 2022 Drinking Water State Revolving Fund Program to help with funding of the Chloramine conversion project and construction of a new Water Well. TWDB will invite the District to submit an application for the loan by October or November. The Board of Directors discussed the options for funding the Chloramine conversion, the purchase of a new Water Well, and the need to consult with Mark McLiney, Financial Advisor.
- Vendors for Wastewater Treatment Plant Sludge Disposal – Mrs. Serres provided an outline of the vendor's involvement in the sludge disposal for the District. The vendors include Republic, 2S Roll Off, City of Port Arthur, and City of Vidor.
- Tax Valuation - Mrs. Serres provided an article with Scott Overton, Chief Appraiser for Orange County Appraisal District elaborating on the rise tax values.

- Bore Saver (Oxalic Acid) – Mrs. Serres presented results of a study and conclusion on the product Bore Saver (Oxalic Acid), as presented by Anthony Bennett, Consultant. Mr. Bennett concluded that Bore Saver (Oxalic Acid) is similar to the acid treatment recently used on Well 7. The report concluded that Bore Saver (Oxalic Acid) will rid a system of iron and manganese build up, adding that removal of these minerals is the primary use of this product. The report also concluded that Bore Saver (Oxalic Acid) does nothing to reduce TTHM and organics.
- Texas Rural Water Association (TRWA) Water Board Guides – Mrs. Serres provided more (TRWA) Water Board Guides. She stated that its contents could be informational to the Board of Directors.
- Mrs. Serres gave an overview of the financials for the month of July 2022 starting with the Monthly Billing Re-cap; Billings are up \$45,079.63 when compared to last month's billing. Revenues came in at \$87,523 more than expenditures. Revenues for the month were \$445,181; Expenditures for the month were \$267,269. She then gave an overview of line items of expenditures. Bank statements on all accounts are balanced with a combined total of \$9,627,872.85. With an Interest Rate increase from .846800% previous month to 1.282100% current month; Interest earned for the month of July 2022 was \$10,384.07.
- Mrs. Serres presented the Field Report stating that 32,149,000 gallons of water was pumped into the systems with 10.18% being unaccounted. She stated 31,474,000 gallons of wastewater was treated at the plant. There were 272 water jobs and 62 sewer jobs; a combined total of 334 work orders were completed during the month of July 2022.

A motion was made by Vice President Tim Beard and seconded by Secretary Trey Haney to approve the General Manager's monthly status and financial report as presented. All voted Aye.

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

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


6. Board Member comments.

Director Troy Taylor – Mr. Taylor inquired on expanding the District's boundaries. Kate Leverett, Attorney gave a brief summarization regarding the legalities of expanding boundaries. The main factor is if the District has the proper capacity to expand or not. A property owner can file a petition through Utility Commission of Texas (PUCT) for a voluntary annexation and must agree with property tax.

Director Kelly Brewer – In addition to Director Taylor's comment, Mr. Brewer stated some property owners pay taxes and their property does not have service provided. Vacant and undeveloped properties even pay the taxes. Mrs. Leverett noted that this is not uncommon. Property owners get a Notice to Purchaser upon purchasing the property. President Inzer stated that Out of District rates are twice the In-District rates. Chris Serres, General Manager added that individuals can petition to be In-District to get In-District rates but this does not expand the District's boundaries.


18. Adjournment.

A motion was made by Secretary Trey Haney and seconded by Director Kelly Brewer to adjourn the meeting at 8:13 p.m. All voted Aye.



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Frank Inzer, President



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Trey Haney, Secretary

