



Meeting Minutes

May 14, 2012– 5:30 pm

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

Robert Viator President
Billy Perkins Vice-President
Tim Beard Secretary
Percy Foreman Director
Frank Inzer Director

Orange County Water Control Staff Present:

Darlene Jackson General Manager
David LeJune Operations Manager
Karen Sampson Office Manager
Chris Serres Financial Director

Others present: Phillip Hotzen, Jeff Leavins and Norman Blackman, Carroll & Blackman Consulting Engineers, Inc.; Calvin Prosen, Arceneaux & Gates Consulting Engineers, Inc.; George Garza, Vidor Vidorian;

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

Robert Viator, President of the Board of Directors, called the meeting to order with a quorum present.

INVOCATION & PLEDGE OF ALLEGIANCE

Percy Foreman offered the invocation and Frank Inzer led the pledges.

1. Execution and filing of Statement of Elected Officers by unopposed Directors elected to office.

Percy Foreman and Frank Inzer signed the Statement of Elected Officers by unopposed Directors elected to office.

2. Oath of Office by Percy Foreman and Frank Inzer as unopposed elected Directors of the District.
Darlene Jackson, District Manager, administered the Oath of Office to Percy Foreman and Frank Inzer as unopposed elected Directors of the District.
3. Approval of issuance of Certificates of Election to Percy Foreman and Frank Inzer.
Robert Viator, Board President, signed the Certificates of Election to Percy Foreman and Frank Inzer.
4. Election of officers of the Board of Directors of Orange County Water Control & Improvement District No. 1.
Tim Beard made the motion to maintain the current slate of officers for the Board of Directors of Orange County Water Control & Improvement District No. 1: Robert Viator, President; Billy Perkins, Vice President; Tim Beard, Secretary; Percy Foreman, Director and Frank Inzer, Director, motion was seconded by Billy Perkins. Motion carried.
For: Tim Beard, Billy Perkins, Percy Foreman, Frank Inzer and Robert Viator.
Opposed: None
5. Citizens comment
None
6. Consideration of approval/amendments to the minutes of the April 16, 2012 regular meeting
Motion by Billy Perkins and seconded by Tim Beard to accept the minutes of April 16, 2012 regular meeting, as presented. Motion carried.
For: Billy Perkins, Tim Beard, Percy Foreman, Frank Inzer and Robert Viator.
Opposed: None
7. Consideration of District Manager's monthly status and financial report.
Ms Jackson updated the Board on the status of the Well #5 repairs. The new equipment has been delivered, and now we are awaiting installation. Ms Serres explained the Monthly Financial reports, and took questions of the Board. Mr. LeJune went over the monthly field and LPSS reports.
Motion by Percy Foreman and seconded by Billy Perkins to approve the District Manager's monthly status and financial report, as presented by Darlene Jackson, Chris Serres and David LeJune. Motion carried.
For: Percy Foreman, Billy Perkins, Tim Beard, Frank Inzer and Robert Viator.
Opposed: None
8. Consideration of payment of the District's monthly bills.
Motion by Billy Perkins and seconded by Percy Foreman to pay the District's monthly bills, as presented. Motion carried.
For: Billy Perkins, Percy Foreman, Tim Beard, Frank Inzer and Robert Viator.
Opposed: None

9. Consideration of Arceneaux & Gates Consulting Engineers, Inc. monthly status Report on water well project
Calvin Prosen detailed the different types of overhead storage tanks the District would be considering. Mr. Beard asked Mr. Prosen if all the bids were sent to the Associated General Contractors(AGC), Mr. Prosen assured him that all bid proposals were indeed sent to the AGC.
Motion by Tim Beard and seconded by Percy Foreman to approve Arceneaux & Gates Consulting Engineers, Inc. monthly status Report on water well project, as presented by Calvin Prosen. Motion carried.
For: Tim Beard, Percy Foreman, Billy Perkins, Frank Inzer and Robert Viator.
Opposed: None
10. Consideration of Arceneaux & Gates Consulting Engineers, Inc. monthly invoices: Invoice #13553, in the amount of \$11,325.00, and Invoice # 13554, in the amount of \$2,740.00, for Water Well #7 Project, for a total of 14,065.00.
Motion by Tim Beard and seconded by Percy Foreman to approve the Arceneaux & Gates Consulting Engineers, Inc. monthly invoices: Invoice #13553, in the amount of \$11,325.00, and Invoice # 13554, in the amount of \$2,740.00, for Water Well #7 Project, for a total of 14,065.00, as presented.
For: Tim Beard, Percy Foreman, Billy Perkins, Frank Inzer and Robert Viator.
Opposed: None
11. Consideration of awarding bid for clearing of Well #7 site.
Motion by Tim Beard and seconded by Frank Inzer to award the bid for clearing of Well #7 site, to G.L. Bland, contingent on Mr. Bland's clarification of his bid sheet. The Board would like an itemized list of the steps Mr. Bland will take, as he is clearing the property, and, how the debris will be discarded. Motion carried.
For: Tim Beard, Frank Inzer, Percy Foreman, Billy Perkins, and Robert Viator.
Opposed: None
12. Consideration of Carroll & Blackman, Inc.'s monthly status report concerning ongoing District projects.
Phillip Hotzen reported on the current status of construction on the Wastewater Treatment Plant. Mr. Hotzen informed the Board they are still awaiting Dr. Denali's recommendation on the concrete "fix" for the compromised walls of the treatment plant. Mr. Hotzen went on the report that Contract B, on the Wastewater Treatment Plant, is ready to advertise for bids. Contract C is 50% complete on the surveying, and, is being readied for submittal to TCEQ.
Motion by Frank Inzer and seconded by Billy Perkins to approve Carroll & Blackman, Inc.'s monthly status report concerning ongoing District projects, as presented by Phillip Hotzen. Motion carried.
For: Frank Inzer, Billy Perkins, Percy Foreman, Tim Beard, and Robert Viator.
Opposed: None
13. Consideration of approval of Carroll and Blackman, Inc., monthly invoices for District projects as listed:

Invoice #19140 for Wastewater Treatment Plant in the amount of \$13,542.00; Invoice #19141 for Sanitary sewer collection system rehabilitation, in the amount of \$16,790.00; Invoice #19080 for Well #4 repair, in the amount of \$5,803.50; Invoice #19136, for Cloverleaf WWTP Enforcement Action, in the amount of \$4,213.50; for a total of \$40,349.00.

Motion by Tim Beard and seconded by Frank Inzer to approve the Consideration of approval of Carroll and Blackman, Inc., monthly invoices for District projects as listed: Invoice #19140 for Wastewater Treatment Plant in the amount of \$13,542.00; Invoice #19141 for Sanitary sewer collection system rehabilitation, in the amount of \$16,790.00; Invoice #19080 for Well #4 repair, in the amount of \$5,803.50; Invoice #19136, for Cloverleaf WWTP Enforcement Action, in the amount of \$4,213.50; for a total of \$40,349.00, as presented. Motion carried.
For: Tim Beard, Frank Inzer, Billy Perkins, Percy Foreman, and Robert Viator.
Opposed: None

14. Consideration of request for payment on Estimate #18 from Allco, Ltd., in the amount of \$202,460.12, for Construction Contract TWDB No. 72129-SRF-3358-02 – Waste Water Treatment Plant.

Motion by Percy Foreman and seconded by Frank Inzer to approve the payment on Estimate #18 from Allco, Ltd., in the amount of \$202,460.12, for Construction Contract TWDB No. 72129-SRF-3358-02 – Waste Water Treatment Plant, as presented. Motion carried.

For: Percy Foreman, Frank Inzer, Billy Perkins, Tim Beard, and Robert Viator.
Opposed: None

15. Consideration of Change Order No. 6, for the Contract A TWDB No. 72129-SRF-3358-02 – 3.0 MGD Wastewater Treatment Plant, in the amount of \$2,910.87. Norman Blackman informed the Board concerning the change order. Currently TXDOT has the culvert at Tiger Creek and the Neches River bricked up, so that only a very heavy rainfall flow uses this culvert. Our contractor will have to open these culverts to allow the discharge from Oaklane WWTP to flow correctly. The contractor will have to remove an abandoned 2" gas line, install a concrete line to deliver the discharge straight to the TXDOT culverts. The change order will also include moving or avoiding numerous other utilities and fiber optic lines. The contractor will also have to completely rebuild 200' of Sewer force main serving our LPSS units in Rose City.

Motion by Percy Foreman and seconded by Tim Beard to approve Change Order No. 6, for the Contract A TWDB No. 72129-SRF-3358-02 – 3.0 MGD Wastewater Treatment Plant, in the amount of \$2,910.87, as presented.

For: Percy Foreman, Tim Beard, Frank Inzer, Billy Perkins, and Robert Viator.
Opposed: None

16. Consideration of possible action to approve the advertisement for bids on the 2009 Sanitary Sewer Improvements Orange County Water Control & Improvement District No. 1 TWDB No. 72129 – SRF No. 3358-02 Contract B – Cloverleaf and Tiger Lake Lift Stations and Force Mains.

Motion by Frank Inzer and seconded by Percy Foreman, to approve the advertisement for bids on the 2009 Sanitary Sewer Improvements Orange County Water Control & Improvement District No. 1 TWDB No. 72129 – SRF No.

- 3358-02 Contract B – Cloverleaf and Tiger Lake Lift Stations and Force Mains, as presented. Motion carried.
For: Frank Inzer, Percy Foreman, Billy Perkins, Tim Beard, and Robert Viator.
Opposed: None
17. Consideration of and possible action to approve the advertisement for bids on Water Well Site #4 – Ground Storage Tank Rehabilitation Project.
Motion by Tim Beard and seconded by Frank Inzer to approve the advertisement for bids on Water Well Site #4 – Ground Storage Tank Rehabilitation Project, as presented. Motion carried.
For: Tim Beard, Frank Inzer, Percy Foreman, Billy Perkins, and Robert Viator.
Opposed: None
18. Consideration of Change Order No. 1 (FINAL), for Alamo Street Sanitary Sewer Rehabilitation Project, in the amount of \$12,000.00.
The change order is for 40' of line, not in the original bid.
Motion by Billy Perkins and seconded by Frank Inzer to approve Change Order No. 1 (FINAL), for Alamo Street Sanitary Sewer Rehabilitation Project, in the amount of \$12,000.00, as presented. Motion carried.
For: Billy Perkins, Frank Inzer, Percy Foreman, Tim Beard, and Robert Viator.
Opposed: None
19. Consideration and possible action of Construction Certificate of Completion for the Construction Contract Alamo Sanitary Sewer Rehabilitation Project.
Motion by Frank Inzer and seconded by Billy Perkins to approve the Construction Certificate of Completion for the Construction Contract Alamo Sanitary Sewer Rehabilitation Project, as presented. Motion carried.
For: Frank Inzer, Billy Perkins, Percy Foreman, Tim Beard, and Robert Viator.
Opposed: None
20. Consideration and possible action of request of payment on Estimate #1 (FINAL) and Release of Retainage for the Construction Contract Alamo Street Sanitary Sewer Rehabilitation Project, in the amount of \$122,672.00.
Motion by Percy Foreman and seconded by Tim Beard to approve request of payment, by Brystar, for Estimate #1 (FINAL) and Release of Retainage for the Construction Contract Alamo Street Sanitary Sewer Rehabilitation Project, in the amount of \$122,672.00, as presented. Motion carried.
For: Percy Foreman, Tim Beard, Frank Inzer, Billy Perkins, and Robert Viator.
Opposed: None
21. Consideration of Bank Depository contract.
Motion by Percy Foreman and seconded by Tim Beard to approve the Bank Depository contract, as presented. Motion carried.
For: Percy Foreman, Tim Beard, Frank Inzer, Billy Perkins, and Robert Viator.
Opposed: None
22. Consideration of new calculation of water usage.

Motion by Frank Inzer and seconded by Percy Foreman to approve the new calculation of water usage, from per 1000 gallon usage to 100 gallon usage. Motion carried.

For: Frank Inzer, Percy Foreman, Tim Beard, Billy Perkins, and Robert Viator.
Opposed: None

23. Consideration of Charles E. Reed & Associates, P.C. Initial Communication with Governance Letter.

Motion by Billy Perkins and seconded by Tim Beard to approve the Charles E. Reed & Associates, P.C. Initial Communication with Governance Letter, engaging this firm for the 2012-2013 audit, as presented. Motion carried.

For: Billy Perkins, Tim Beard, Frank Inzer, Percy Foreman, and Robert Viator.
Opposed: None

24. Consideration of approving the 2012-2013 budget.

Motion by Tim Beard and seconded by Billy Perkins to approve the 2012-2013 budget as presented, in the amount of \$4,379,760.00. Motion carried.

For: Tim Beard, Billy Perkins, Frank Inzer, Percy Foreman, and Robert Viator.
Opposed: None

25. Consideration of local option residence homestead exemption for the tax year 2012.

Motion by Tim Beard and seconded by Billy Perkins to approve a homestead exemption of \$10,000 off the property values for homeowners over the age of 65. The motion further approves an exemption of \$5,000 off the property values of disabled homeowners. Motion carried.

For: Tim Beard, Billy Perkins, Frank Inzer, Percy Foreman, and Robert Viator.
Opposed: None

26. Consideration of appointing an insurance and audit committee.

Robert Viator, President of the Board, appointed Billy Perkins and Frank Inzer to the insurance committee, and, he appointed himself and Tim Beard to the audit committee.

27. Adjournment.

Motion by Billy Perkins and seconded by Frank Inzer to adjourn the meeting. Motion carried.

For: Billy Perkins, Frank Inzer, Percy Foreman, Tim Beard, and Robert Viator.
Opposed: None



Robert Viator, President



Tim Beard, Secretary