



Meeting Minutes

June 17, 2013– 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

Norman Blackman.....General Manager
David LeJune-absent.....Operations Manager
Karen Sampson.....Office Manager
Chris Serres.....Financial Director

Others present: Larry Hunter, Provost Umphrey Law Firm; Toby Davis and Jeff Scogin, Carroll & Blackman Consulting Engineers, Inc.; Calvin Prosen, Arceneaux & Gates Consulting Engineers, Inc.; George Garza, Vidor Vidorian; Tina Lewis, Gary Traylor & Associates, Grant Administrator.

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, Board President, called the meeting to order with a quorum present.

INVOCATION & PLEDGE OF ALLEGIANCE

Billy Perkins offered the invocation and Frank Inzer led the Pledges.

MEETING AGENDA

1. Citizen comments.
No citizen comments.
2. Consideration of Carroll & Blackman, Inc.'s (CBI) Monthly Status Report concerning ongoing District projects.

Mr. Viator read the agenda item.

Toby Davis reported on pictures showing progress at the Wastewater Treatment Plant Project.

Jeff Scogin reported on diagrams showing pipe that had been installed since his last report. The Board questioned why the bores on the Forcemains were not done. Mr. Scogin informed the Board that the boring crew moved on to another job while the boring permits were being finalized. When this happens it takes time to get back on schedule. The contractor has used 42% of their allotted time, so there is still 192 working days left in the contract. The contractors are still working on the lift stations, and until the lift stations are complete, nothing will be pumped through the Forcemains.

Mr. Scogin informed the Board that Texas Water Development Board (TWDB) had approved Contract C, Sanitary Collection System Rehabilitation. The engineers are ready to advertise for bids on this project.

The engineers have continued to meet with Texas Department of Transportation (TXDOT) regarding the pavement on Hwy 105.

Mr. Viator asked if there were any further questions, none were asked. Mr. Viator stated he would entertain a motion.

A motion was made by Mr. Beard and seconded by Mr. Foreman to approve Carroll & Blackman's status report, as presented. All voted aye.

See attachments.

3. Consideration and possible action of approval of Carroll and Blackman, Inc., monthly invoices for District projects as listed:

Invoice # 19991 for Contract A – Wastewater Treatment Plant in the amount of \$6,064.00; Invoice #19992 for Contract B – Cloverleaf and Tiger Lake Lift Station/Force Main in the amount of \$31,280.00; Invoice #19993 – Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of \$5,000.00; for a Grand Total of **\$42,344.00**

Mr. Viator read the agenda item.

Mr. Viator asked if there were any further questions, none were asked. Mr. Blackman recommended the Board pay the invoices. Mr. Viator stated he would entertain a motion.

A motion was made by Mr. Perkins and seconded by Mr. Inzer to approve Carroll & Blackman's monthly invoices, in the amount of \$42,344.00, as presented. All voted aye.

See attachments.

4. Consideration and possible action on request for payment on Estimate 31 from Allco, Ltd., in the amount of \$99,954.61 for Construction Contract TWDB No. 72129-SRF-3358-02 – Contract A Wastewater Treatment Plant.

Mr. Viator read the agenda item.

Mr. Davis presented the invoice to the Board. Mr. Blackman commented that Allco had over \$600 thousand left in their contract. Mr. Viator stated that they have only 4 days left on the contract. Mr. Blackman stated that at this time he did not see a reason to add additional time to the contract. Mr. Blackman recommended payment, Mr. Viator asked if there were any further questions, none were asked. Mr. Viator stated he would entertain a motion.

Motion by Mr. Inzer and seconded by Mr. Foreman to approve the Allco, Ltd., invoice for \$99,954.61, as presented. All voted aye.

See attachments.

5. Consideration of request for payment on Estimate #8 from Allco, Ltd., in the amount of \$119,952.76 for Construction Contract TWDB No. 72129-SRF-3358-02 – Contract B - Cloverleaf & Tiger Lake Lift Stations and Force Mains.

Mr. Viator read the agenda item.

Mr. Scogin presented the invoice for Allco, Ltd. Mr. Viator asked if he recommended payment, Mr. Scogin stated yes.

Mr. Viator asked if there were any further questions, none were asked. Mr. Viator stated he would entertain a motion.

Motion by Mr. Perkins and seconded by Mr. Inzer to approve Estimate #8 in the amount of \$119,952.76, as presented. All voted aye.

See attachments.

6. Consideration and possible action on Change Order #2 for the Tiger Lake Lift Stations and Force Mains, for a reduction of \$17,590.95.

Mr. Viator read the agenda item.

Mr. Scogin presented the Change Order. Several bores that were on the original plans are unnecessary, the contractor can open cut, at a lesser price.

Mr. Viator asked if there were any further questions, none were asked. Mr. Viator stated he would entertain a motion.

Motion by Mr. Perkins and seconded by Mr. Inzer to approve Change Order #2 for a reduction of \$17,590.95, as presented. All voted aye.

See attachments.

7. Consideration and possible action to authorize the advertisement for bids on the 2009 Sanitary Sewer Improvements Orange County Water Control & Improvements District No. 1 TWDB No. 72129 – SRF No. 3358-02 Contract C – Sanitary Sewer Collection System Rehabilitation.

Mr. Viator read the agenda item.

Mr. Scogin stated again that the TWDB had approved the plans, and CBI was prepared to advertise for bids on that contract. This rehab included parts of Hwy 105 and Wexford Park and Green Forest. The rehab that includes Hwy 105 will be set up as an alternate bid, and possibly not bid out at all, if the District cannot come to an agreement with TXDOT.

Mr. Viator asked if there were any further questions, none were asked. Mr. Viator stated he would entertain a motion.

Motion by Mr. Inzer and seconded by Mr. Foreman to approve advertising for bids on the TWDB No. 72129 – SRF No. 3358-02 Contract C – Sanitary Sewer Collection System Rehabilitation project, as presented. All voted aye.
See attachments.

8. Consideration of Arceneaux & Gates Consulting Engineers, Inc. (A&G) Monthly Status Report on Water Well, Elevated Tank, and Transmission Lines Projects.

Mr. Viator read the agenda item.

Mr. Prosen reported to the Board that TCEQ had approved the plans for Contract No.5., Water line extensions, Phase II. This contract includes water lines on Hwy 12 to Well #7.

The well drillers are trying to clean the drilling mud out of the well. They are chemically treating the well to break down the mud, so it can be pumped out. The mud is acting as a barrier in the sands of the well. This barrier constricts the amount of water the well can produce. The contractors are bearing the cost of running the well 24 hrs a day to develop the well. Mr. Hunter stated the District cannot afford to accept a mediocre well. Mr. Blackman agreed and stated the contractor is doing everything they can at this point to ensure the well produces the water expected.

Mr. Prosen reported on pictures of progress on the elevated tank.

Mr. Viator asked if there were any further questions, none were asked. Mr. Viator stated he would entertain a motion.

Motion by Mr. Foreman and seconded by Mr. Beard to approve Arceneaux & Gates Consulting Engineers, Inc, monthly status report, as presented. All voted aye.
See attachments.

9. Consideration and possible action of Arceneaux & Gates Consulting Engineers, Inc. monthly invoices: Invoice #13909, in the amount of \$2,950.00, regarding Water Well #7 Project, Job No. 10-OCW-011, Contract 5/6 Distribution Lines, and Invoice # 13910 in the amount of \$12,910.00 regarding Job No. 10-OCW-012, the Construction phase of Water Well #7 Project, for a total of **\$15,860.00**

Mr. Viator read the agenda item.

Mr. Viator asked if there were any further questions, none were asked. Mr. Viator stated he would entertain a motion.

Mr. Blackman recommended payment of invoices.

Motion by Mr. Beard and seconded by Mr. Perkins to approve Arceneaux & Gates Consulting Engineers, Inc. monthly invoices, in the amount of \$15,860.00, as presented. All voted aye. See attachments.

10. Consideration and possible action on request for payment of Estimate No. 2 for Contract No. 2 - Water Well #7 in the amount of \$261,207.69 to T.Johnson Industries, Inc.

Mr. Viator read the agenda item.

Mr. Viator asked if there were any further questions, none were asked. Mr. Viator stated he would entertain a motion.

The Board was of the opinion to withhold payment on this invoice, citing the problems the contractor is having with the gallons per minute production number.

Motion by Mr. Perkins and seconded by Mr. Foreman to table this agenda item, but to call a special meeting as soon as the well numbers improve. All voted aye. See attachment.

11. Consideration and possible action on requesting authorization to advertise for bids on Job No. 10-OCW-011, Contract 5 Water Line Extensions to Water Well #7.

Mr. Viator read the agenda item.

Mr. Viator asked if there were any further questions, none were asked. Mr. Viator stated he would entertain a motion.

Mr. Prosen stated that the plans had been approved by TCEQ. Mr. Hunter asked why we were considering taking bids on laying pipe to Well #7, when we are uncertain of the outcome.

Motion by Mr. Beard and seconded by Mr. Perkins to authorize A&G to advertise for bids on Job No. 10-OCW-011, Contract 5 Water Line Extensions to Water Well #7, contingent on the water production of Water Well #7. All voted aye. See attachments.

12. Consideration of approval/amendments to the minutes of the May 20, 2013 regular meeting and June 7, 2013 special meeting.

Mr. Viator read the agenda item.

Mr. Viator asked if there were any further questions, none were asked. Mr. Viator stated he would entertain a motion.

Motion by Mr. Foreman and seconded by Mr. Inzer to approve the minutes of the May 20, 2013 regular meeting and June 7, 2013 special meeting, as presented. All voted aye.

13. Consideration of General Manager's monthly status and financial report.

Mr. Viator read the agenda item.

Mr. Blackman reported on the bullet point subjects mentioned on his manager's monthly status report outline. (See attachment)

Chris Serres presented the financial reports.

Mr. Blackman reported to the Board the current status on Allco, Ltd. We had received an affidavit of all bills paid from Allco, Ltd., in order to have some of the retainage released. At that time we were confident that the District could release that check. Earlier today we received a claim filed by Knife River for \$106,000.00 for invoices dating back to March 2013. At this time in the project the contractor would still be incurring invoices. Mr. Blackman feels that we can still release the check to Allco, Ltd. The Board had no objectives to having the check released.

Mr. Blackman presented the Field and LPSS reports.

Mr. Viator asked if there were any further questions, none were asked. Mr. Viator stated he would entertain a motion.

Motion by Mr. Foreman and seconded by Mr. Beard to approve the General Manager's monthly status and financial report, as presented. All voted aye. See attachments.

14. Consideration of payment of the District's monthly bills.

Mr. Viator read the agenda item.

Mr. Viator asked if there were any further questions, none were asked. Mr. Viator stated he would entertain a motion.

Motion by Mr. Perkins and seconded by Mr. Foreman to approve payment of the monthly District bills, as presented. All voted aye. See attachments.

15. Consideration and possible action regarding wording and layout of facility sign and building plaque for the new Wastewater Treatment Plant.

Mr. Viator read the agenda item.

Mr. Blackman presented a mock up of the sign that will be erected at the entrance of the new Wastewater Treatment Plant. He is asking the Board's opinion of what name

to put on the sign. Mr. Blackman's recommendation is to have it named Orange County Water Control & Improvement District #1 Wastewater Treatment Plant. The Board had a discussion of the wording on the plaque that will be attached to the administration building at the Treatment Plant. Mr. Viator suggested the Board table this item until the wording can be addressed.

Mr. Viator asked if there were any further questions, none were asked. Mr. Viator stated he would entertain a motion.

Motion by Mr. Foreman and seconded by Mr. Inzer to table this item. All voted aye. See attachments.

16. Consideration and possible action regarding adoption of water and sewer service rates, rules and regulations for the fiscal year July 1, 2013 through June 30, 2014.

Mr. Viator read the agenda item.

Mr. Blackman presented the changes in the water and sewer service rates, rules and regulations. The changes to the policies are included in the attachments.

Mr. Viator asked if there were any further questions, none were asked. Mr. Viator stated he would entertain a motion. Adoption

Motion by Mr. Foreman and seconded by Mr. Inzer to adopt with the proposed changes as noted by the Board. All voted aye. See attachments.

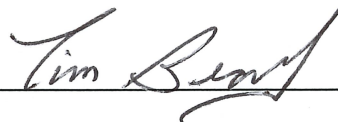
17. Adjournment

Motion by Mr. Perkins and seconded by Mr. Beard to adjourn the meeting. All voted aye.

Meeting adjourned at 8:45 P.M.



Robert Viator, President



Tim Beard, Secretary