



## Meeting Minutes

September 15, 2014– 5:30 pm

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

Robert Viator .....President  
Frank Inzer ..... Vice-President  
Tim Beard-absent..... Secretary  
Trey Haney..... Director  
Guy Groves..... Director

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

Others present: Larry Hunter, Provost Umphrey Law Firm; Toby Davis, Jeff Scogin & Jacob Rollins, Carroll & Blackman Consulting Engineers, Inc.; Calvin Prosen Arceneaux Wilson & 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

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Robert Viator called the meeting to order at 5:30 P.M., with a quorum present.

### INVOCATION & PLEDGE OF ALLEGIANCE

Invocation was offered by Mr. Inzer and the pledges were led by Mr. Haney.

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### MEETING AGENDA

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1. Public Hearing on proposed tax rate for 2014.  
Public Hearing opened at 5:30 P.M. The Public Hearing closed at 5:40 P.M. with no citizens in attendance. The regular meeting commenced.
2. Citizen comments.  
No citizens in attendance.
3. Consideration and possible action regarding of Carroll & Blackman, Inc.'s Monthly Status Report concerning ongoing District projects.  
Mr. Viator read the agenda item.  
Mr. Davis presented the report regarding Project A. Mr. Davis reminded the Board that the project is complete, contingent on the contractors completing the last items on the punch list. Those items are still ongoing. The generator representatives are aware of the problem. Mr. Davis cannot report that the generator problem is resolved. Mr. Scogin reported on Project B. the contractors have removed the vast majority of the sludge at Cloverleaf WWTP, and will work on demolition of the old plant. The contractors have a preliminary punch list to begin getting some of those items completed. Mr. Blackman reported to the Board that the County had been able to install the road and the District will do some finishing on the road. Mr. Blackman is satisfied it is a good all weather road for the citizens living there and for the District's accessing the Cloverleaf Lift Station site.  
Mr. Scogin continued his report in Project C. the contractors have completed 1157' of 6"-8" pipe and installed manholes, service taps and rings and covers. We have several spots that we have to cross pipelines that are old and in poor condition. The Engineers will have to coordinate with the Pipeline representatives on how we will install the sewer line without disturbing the pipelines. Mr. Scogin updated the Board regarding the Main Street portion of the project. He informed them that the permit had been submitted to TXDOT on August 21, 2014. Mr. Scogin spoke with the TXDOT representative informed him that they are waiting on the ride quality testing required before the project can begin. Mr. Scogin informed the Board that the traffic lanes will not be closed at night, if at all possible. If a situation surfaces, the contractors have to get TXDOT approval to have lanes closed at the end of a workday. The contractors will cover any work pits with metal plates to allow traffic to flow at the end of the work day. The plan is still to complete 1000' to 1500' and have TXDOT inspect that portion to assess the quality of the repairs. Mr. Blackman informed the Board that he and Mr. Davis had interviewed Mr. Carl Hunter a retired TXDOT inspector. He asked that the District propose a contract for him to consider.  
Jacob Rollins presented some footage of the video taken during the smoke testing done by the contractors. The video clearly showed the leaks in the customer's lines and will prove valuable to the District in its future campaign to have the home owners repair the private service lines. These videos can be attached to the GIS in an overlay to show the private lines leaks. Mr. Hunter stated now that the District has knowledge of private sewer service line leaks we will have to move forward with some type of enforcement program, or the District could face EPA charges. Mr.

Blackman stated he hopes to have some type of community education and informational articles in the Vidorian to start the process of educating the public.

Mr. Viator asked for a motion, if there were no more questions.

A motion was made by Mr. Inzer and seconded by Mr. Groves to approve the Carroll & Blackman, Inc.'s Monthly Status Report concerning ongoing District projects, as presented. Motion carried. See attachment.

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

Invoice No. 21054 for Contract A – Wastewater Treatment Plant in the amount of \$4,446.00; Invoice No. 21055 Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of \$17,432.00 Invoice No. 21026 for General Services regarding GIS and Database systems update, in the amount of \$3,637.00; Invoice No. 21056 6572-Smoke Testing Documentation Assistance, in the amount of \$6,084.00. This is a Grand Total of **\$31,599.00**.

Mr. Viator read the agenda item.

Mr. Blackman recommended payment of these invoices.

Mr. Viator asked for a motion.

A motion was made by Mr. Groves and seconded by Mr. Inzer to approve the Carroll and Blackman, Inc., monthly invoices for District projects as listed:

Invoice No. 21054 for Contract A – Wastewater Treatment Plant in the amount of \$4,446.00; Invoice No. 21055 Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of \$17,432.00 Invoice No. 21026 for General Services regarding GIS and Database systems update, in the amount of \$3,637.00; Invoice No. 21056 6572-Smoke Testing Documentation Assistance, in the amount of \$6,084.00. This is a Grand Total of **\$31,599.00**, as presented. Motion carried. See attachments.

5. Consideration of and possible action regarding request for payment on Estimate No. 23 from Allco, Ltd., in the amount of \$31,707.65, 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. Mr. Blackman recommended the invoice be paid.

Mr. Viator asked for a motion.

A motion was made by Mr. Haney and seconded by Mr. Inzer to approve the request for payment on Estimate No. 23 from Allco, Ltd., in the amount of \$31,707.65, for Construction Contract TWDB No. 72129-SRF-3358-02 – Contract B - Cloverleaf & Tiger Lake Lift Stations and Force Mains, as presented. Motion carried. See attachment.

6. Consideration of and possible action regarding request for payment on Estimate No. 12 from T. Construction LLC., in the amount of \$166,076.55 for Construction Contract TWDB No. 72129-SRF-3358-02 – Contract C – Sanitary Sewer Rehabilitation Project.

Mr. Viator read the agenda item.

Mr. Scogin presented the invoice. Mr. Blackman stated the project is remaining under budget and recommended the invoice be paid.

Mr. Viator asked for a motion.

A motion was made by Mr. Groves and seconded by Mr. Haney to approve the request for payment on Estimate No. 12 from T. Construction LLC., in the amount of \$166,076.55 for Construction Contract TWDB No. 72129-SRF-3358-02 – Contract C – Sanitary Sewer Rehabilitation Project, as presented. Motion carried. See attachment.

7. Consideration of and possible action regarding Arceneaux & Gates Consulting Engineers, Inc. Monthly Status Report on Water Well, Elevated Tank, and Transmission Lines Projects

Mr. Viator read the agenda item.

Mr. Prosen presented the report. Mr. Prosen informed the Board that the name of the Engineering firm had changed names from Arceneaux & Gates Consulting Engineers, Inc to Arceneaux, Wilson & Gates Consulting Engineers, Inc.

Mr. Prosen presented progress photos of the repair to the Ground Storage Tank at the Well #7 site. Mr. Prosen informed the Board that the contractor has completed one half of the ground storage tank floor with the flowable fill and will be completing the other half this week, with hopes to put the entire tank back together by the end of the month. Mr. Prosen also updated the Board on the TXDOT permit regarding the bore across Hwy 12. He is confident that the permit will be approved next week and the bore can be completed sometime in October.

Mr. Viator asked for a motion.

A motion was made by Mr. Groves and seconded by Mr. Inzer to approve Arceneaux & Gates Consulting Engineers, Inc. Monthly Status Report on Water Well, Elevated Tank, and Transmission Lines Projects, as presented. See attachment.

Mr. Garza asked if the Board would move to agenda item No. 12 regarding the 2014 tax rate, the Board was happy to accommodate Mr. Garza.

8. Consideration and possible action regarding approval/amendments to the minutes of the August 18, 2014 regular meeting.

Mr. Viator read the agenda item.

Mr. Viator asked for a motion.

A motion was made by Mr. Groves and seconded by Mr. Haney to approve the minutes of the August 18, 2014 regular meeting, as presented. Motion carried.

9. Board Members comments.

No comments.

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

Mr. Viator read the agenda item.

Mr. Blackman informed the Board that BP had been found guilty of Gross Negligence, with a possible fine of \$17 million. The dispensation of unspent bond has

nothing new to report. There is no news on the GIS system. The Board was provided with copies of the letters sent out to RV parks and a letter sent to Mobile home parks and apartments. The Board had a long discussion regarding the billing and number of units to be billed. The Board recommended billing the RV parks starting on the November 1, 2014 billing. Mr. Blackman informed the Board of the progress on the road at Cloverleaf Lift station. The County of Orange was able to install the road for the cost of the materials, approximately \$6,500. Mr. Blackman is recommending Mr. Blackman presented the financial reports. Mr. LeJune presented the Field and LPSS reports.

Mr. Viator asked for a motion.

A motion was made by Mr. Inzer and seconded by Mr. Groves to approve General Manager's monthly status and financial report, as presented.

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

Mr. Viator read the agenda item.

Mr. Viator asked for a motion.

A motion was made by Mr. Haney and seconded by Mr. Inzer to approve payment of the District's monthly bills. Motion carried. See attachment.

12. Consideration of and possible action regarding setting the 2014 tax rate as presented by Lynda Gunstream, Orange County Tax Assessor-Collector.

Mr. Viator read the agenda item.

Mr. Viator stated that the increase in the tax rate was less than a penny per \$100.

Mr. Viator asked for a motion.

A motion was made by Mr. Haney and seconded by Mr. Inzer to approve the 2014 tax rate of .42371, as presented by Lynda Gunstream, Orange County Tax Assessor-Collector. Motion carried. See attachment.

13. Consideration of and possible action regarding declaring 2006 Travel Trailer and the LN9000 tractor trailer and tanker trailer as surplus equipment.

Mr. Viator read the agenda item.

Mr. Blackman recommended the item to the Board.

Mr. Viator asked for a motion.

A motion was made by Mr. Inzer and seconded by Mr. Haney to declare the 2006 Travel Trailer and the LN9000 tractor trailer and tanker trailer as surplus equipment. Motion carried.

14. Consideration and possible action regarding trading-in or selling the 2004 pickup truck used for meter reading.

Mr. Viator read the agenda item.

Mr. Blackman recommended the item to the Board.

Mr. Viator asked for a motion.

A motion was made by Mr. Inzer and seconded by Mr. Beard to approve the request to trade in the 2004 pickup truck used for meter reading, as recommended. Motion carried.

15. Second reading and consideration of passing and adopting the proposed Enforcement Policy for Collection of Past Due Sewer Only Accounts.

Mr. Viator read the agenda item.

Mr. Hunter presented this agenda item.

Mr. Viator asked for a motion.

A motion was made by Mr. Haney and seconded by Mr. Groves to approve adopting the proposed Enforcement Policy for Collection of Past Due Sewer Only Accounts, as presented. Motion carried. See attachment.

16. Consideration of approval of petitions and orders to add land to the Water District from the following landowners, to-wit:

- a. Terry Stanley and wife, Kristi DeWitt Stanley, concerning a 158.981 acre single commercial tract, located at 1495 W. Freeway Blvd., Orange County, Texas, commonly known as "Boomtown USA"; and,
- b. Auburn Square, Ltd., concerning a 12.04 acre single commercial tract, located at 2388 North Main Street, Vidor, Orange County, Texas.

Mr. Viator read the agenda item.

Mr. Hunter presented this agenda item.

Mr. Viator asked for a motion.


A motion was made by Mr. Groves and seconded by Mr. Inzer to approve petitions and orders to add land to the Water District from the following landowners, to-wit: Terry Stanley and wife, Kristi DeWitt Stanley, concerning a 158.981 acre single commercial tract, located at 1495 W. Freeway Blvd., Orange County, Texas, commonly known as "Boomtown USA"; and, Auburn Square, Ltd., concerning a 12.04 acre single commercial tract, located at 2388 North Main Street, Vidor, Orange County, Texas


17. Adjournment

Mr. Viator read the agenda item.

A motion was made by Mr. Inzer and seconded by Mr. Haney to adjourn the meeting.

Motion carried. Meeting adjourned at 8:05 P.M.

  
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Robert L. Viator, Sr., President

  
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Frank Inzer, Vice President