

**Regular Meeting Minutes**

June 21, 2021 – 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  
Guy Groves.....Director  
Kelly Brewer.....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 Inzer called meeting to order at 5:30 p.m.

**ANNOUNCE THE PRESENCE OF A QUORUM**

President Inzer announced the presence of a quorum with the following members present: Vice President Beard and Secretary Haney. Director Brewer and Director Groves were absent.

**STAFF PRESENT**

Chris Serres, General Manager, David LeJune, Operations Manager, Donna Myers, Administrative Assistant, Larry Hunter, District Attorney, Sherry Simon, Billing Supervisor, Peggy Jackson, Administrative Assistant, Rebecca Ray, Accounting Clerk, Eric Simon, Warehouse Supervisor, Stephen LeJune, Wastewater Plant Operator

**OTHERS PRESENT**

Jeff Scogin of LJA Engineering, Inc.

**INVOCATION AND PLEDGES**

Invocation was given by Secretary Haney and pledges were led by Vice President Beard.

## MEETING AGENDA

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1. Citizen comments.

There were no citizen comments.

2. Consideration of and possible action regarding recognition of the retirement of the Water District's Administrative Assistant, Donna Myers, and her 46 years of service to the District, its Board of Directors, and its customers.

President Inzer presented Donna Myers with a plaque celebrating her 46 excellent years of service, all board members and others present congratulated and wished her well.

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

Jeff Scogin of LJA Engineering, Inc. presented the Monthly Status Report as follows:

**2015 Surplus Funds Water and Sanitary Sewer Projects**

**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)**

There is no invoicing during this period for this project. The plans are near completion except for the electrical. This Sanitary Sewer Lift Station project was included in the CDBG Mitigation grant application.

**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.

## **Texas Water Development Board - TWDB CWSRF Project No. 73825 - Sanitary Sewer Lift Station Restoration Project**

Services through this month include design phase services. LJA has coordinated with the District, TWDB, and the District's consultants.

Design revisions are complete and we are reviewing the plans and specifications thoroughly before submittal to the Texas Water Development Board for review. We anticipate submitting the plans and specifications within the next week or two. The TWDB review will take approximately 60-100 days to complete. Once approved we can submit this project for bids.

A motion was made by Vice President Beard and was seconded by Secretary Haney to accept the monthly status report.

4. Consideration and possible action regarding approval of LJA Engineering, Inc. monthly invoices for District projects as listed: Invoice No. 202110531 in the amount of \$361.00 for Project No. B877-6282 – General Services for a Grand Total of \$361.00.

A motion was made by Secretary Haney and was seconded by Vice President Beard to approve LJA Engineering, Inc. monthly invoices for District projects as listed: Invoice No. 202110531 in the amount of \$361.00 for Project No. B877-6282 – General Services for a Grand Total of \$361.00. All voted Aye.

5. Consideration and possible action regarding approval of Jet Aeration of Texas, LLC's Progress Payment No. 2 for the N. Hwy 105 Water Utility Line Extension Project in the amount of \$27,450.00.

A motion was made by Vice President Beard and was seconded by Secretary Haney regarding approval of Jet Aeration of Texas, LLC's Progress Payment No. 2 for the N. Hwy 105 Water Utility Line Extension Project in the amount of \$27,450.00. All voted Aye.

6. Consideration and possible action regarding approval and execution of An Interlocal Agreement for Water and Sewer CCN Transfer to transfer a portion of the water and sewer Certificates of Convenience and Necessity (CCN) of Orange County Water Control & Improvement District No. 1 (OCWCD) for an area north of IH-10 and east of Lois Lane extending north to the Kansas City Southern Railway railroad to the water and sewer CCN of Mauriceville Municipal Utility District (MUD), subject to the approval of the Public Utility Commission (PUC), as provided by the Texas Water Code, to allow the MUD to provide water and sewer utility services to such area to be transferred.

A motion was made by Secretary Haney and was seconded by Vice President Beard to approve the execution of an Interlocal for Water and Sewer CCN Transfer to transfer a portion of the water and sewer Certificates of Convenience and Necessity (CCN) of Orange County Water Control & Improvement District No. 1 (OCWCD) for an area north of IH-10 and east of Lois Lane extending north to the Kansas City Southern Railway railroad to the water and sewer CCN of Mauriceville Municipal Utility District (MUD), subject to the approval of the Public Utility Commission (PUC), as provided by the Texas Water Code, to allow the MUD to provide water and sewer utility services to such area to be transferred. All voted Aye.

7. Consideration and possible action to approve an initial written quote submitted by Andritz Separation Inc. in the amount of \$11,357.89 for known needed repairs to the Centrifuge at the Wastewater Treatment Plant, and to authorize the District General

Manager to authorize additional written quote(s) from Andritz Separation, Inc. not to exceed an additional aggregate limit of \$23,642.00 for additional repairs deemed necessary and discovered after the Centrifuge is dismantled for repair.

Stephen LeJune presented information on the Centrifuge, how it works, and the reason for the known needed repairs.

A motion was made by Secretary Haney and was seconded by Vice President Beard to approve an initial written quote submitted by Andritz Separation Inc. in the amount of \$11,357.89 for known needed repairs, and to authorize the District General Manager to authorize additional written quote(s) from Andritz Separation, Inc. not to exceed an additional aggregate limit of \$23,642.00 for additional repairs deemed necessary and discovered after the Centrifuge is dismantled for repair. All voted Aye.

8. Consideration and possible action regarding a request to supply labor and equipment to bore under driveways for up to 35 homes for an approximate 4,500 foot extension of sewer line from current end on Orange Street approximately 1000 feet to South Timberlane to South Lakeside to Springdale Drive with the requesting customer agreeing to pay a licensed commercial plumbing service to install the sewer line in compliance with the Water District's requirements and specifications, subject to inspection by the Water District during construction, with the agreement that the completed sewer line will be owned by the Water District.

David LeJune presented a request for consideration from a potential customer to extend a sewer line to provide sewer service from Orange Street to South Timberlane to South Lakeside to Springdale Drive (approximately 4500 feet). The request is that the District aid in the extension by providing labor and equipment to bore under driveways as needed. A licensed plumber would be responsible for laying the line with District staff inspecting the work. After much deliberation, the Board reached a consensus that the District would provide labor and equipment to bore the driveways if the customer was able to afford the cost of the extension.

A motion was made by Vice President Beard and was seconded by Secretary Haney to approve District personnel to provide labor and equipment to bore under driveways for the line extension as requested provided the customer is able to afford the cost of the extension and is willing to sign a contract with the District giving the District ownership of the line in exchange for boring services once installation is complete. All Voted Aye.

9. Consideration and possible action to ratify the advertisement of a request for proposal from grant services administrators to assist Orange County Water Control & Improvement District No. 1 with the application process for the anticipated Texas Hazard Mitigation Assistance Grant from the Texas Department of Emergency Management (TDEM) (February Winter Weather DR-4586 Hazard Mitigation Grant Program (HMGP)).

Chris Serres, General Manager, informed the Board that there is a grant provided by the Texas Department of Emergency Management in relation to the February Winter Weather Storm. The District is allowed to apply for this grant without the assistance from the City of Vidor. The request to ratify is due to the deadline for advertising for proposals was prior to the Board Meeting. The proposals were received and the staff is ready to make a recommendation to award and will do so with the next agenda item.

A motion was made by Secretary Haney and was seconded by Vice President Beard to approve the ratification of the advertisement for proposals from grant services administrators to assist Orange County Water Control & Improvement District No. 1 with

the application process for the anticipated Texas Hazard Mitigation Assistance Grant from the Texas Department of Emergency Manager (TDEM) (February Winter Weather DR-4586 Hazard Mitigation Grant Program (HMGP)). All Voted Aye.

10. Consideration and possible action regarding approval of Resolution 02-2021 accepting a proposal from and contract with a grant services administrator to provide application preparation, project administration, and project-related management services for the Water District application process for the anticipated Texas Hazard Mitigation Assistance Grant from the Texas Division of Emergency Management (TDEM) (February Winter Weather DR-4586 Hazard Mitigation Grant Program (HMGP)).

Chris Serres informed the Board that only one proposal was submitted for grant service administrators. Traylor and Associates submitted a proposal to serve as the District's administrators for the upcoming Grant and the Staff does recommend accepting the proposal as submitted.

A motion was made by Secretary Haney and was seconded by Vice President Beard to approve the proposal as submitted by Traylor and Associates, Inc. for the purpose of assisting the District in the application preparation, project administration, and project-related management services for the Texas Hazard Mitigation Assistance Grant from the Texas Department of Emergency Management (TDEM) (February Winter Weather DR-4586 Hazard Mitigation Grant Program (HMGP)). All Voted Aye.

11. Consideration and possible action regarding approval/amendments of the minutes of the May 17, 2021 Regular Board Meeting.

A motion was made by Secretary Haney and was seconded by Vice President Beard to approve the May Minutes. All voted Aye.

12. Board Member comments.

Secretary Haney asks about a possible meeting with both the City and the County about funding for projects. Chris Serres and David LeJune discuss testing Well #7 and what would need to be done depending on the test results. President Inzer brought up a ditch blockage on Highway 12, and a possible resolution with TxDOT on clearing the ditch to prevent further flooding. Mention of Director Groves leaving.

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

Chris Serres presented the Monthly Report, pointing out that we are billing above our goal and that all accounts are balanced. General Operating Account is up, while the Contingency account has decreased from \$3 million to \$2 million. Revenues show \$519,557, but \$122,200 is a transfer from Contingency. Expenditures show \$1.1 million, but \$879,019 is a bond payment for refinance. Interest earned for the month is \$126.25. The field report shows that 33 million gallons of water were pumped, with 29 million accounted for, leaving 11.64% unaccounted for. We treated 55 million gallons of sewer. 288 water jobs and 67 sewer jobs for a total of 355 were completed. There were 34 LPSS service calls, 4 of which were charged service fees.

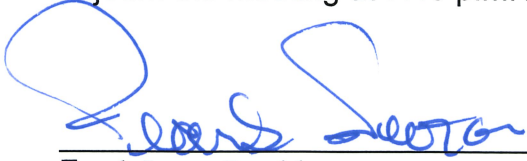
A motion was made by Vice President Beard and was seconded by Secretary Haney to approve the monthly report. All voted Aye.

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

A motion was made by Secretary Haney and was seconded by Vice President Beard to pay the District's bills. All voted Aye.

15. Adjournment.

A motion was made by Secretary Haney and was seconded by Vice President Beard to adjourn the meeting at 7:15 p.m. All voted Aye. The meeting was adjourned.



Frank Inzer, President



Tim Beard, Acting Secretary

