

**Regular Meeting Minutes**

August 16, 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  
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**

President Inzer called the meeting to order at 5:40 p.m.

**ANNOUNCE THE PRESENCE OF A QUORUM**

President Inzer announced the presence of a quorum with the following members present: Vice President Beard, Secretary Haney, and Director Taylor. Director Kelly Brewer was absent.

**STAFF PRESENT**

General Manager Chris Serres, Accounting Clerk Rebecca Ray, and Attorney Larry Hunter.

**OTHERS PRESENT**

No others were present.

**INVOCATION AND PLEDGES**

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

**MEETING AGENDA**

1. Citizen comments.

No comments were made.

2. Consideration and possible action regarding the appointment of an individual to fill the unexpired Director's term of Guy Groves.

Troy Taylor was considered for the Director's position left vacant by Guy Groves. After a short deliberation, it was agreed to appoint Troy Taylor to fill the unexpired Director's term of Guy Groves.

A motion was made by Vice President Beard and was seconded by Secretary Haney to appoint Troy Taylor to fill the unexpired Director's term of Guy Groves. All voted Aye.

3. Execution, filing and acceptance of a Statement of Appointed Officer by individual appointed to fill the unexpired Director's term of Guy Groves.

A motion was made by Vice President Beard and was seconded by Secretary Haney to accept the Statement of Appointed Officer by Troy Taylor to fill the unexpired Director's term of Guy Groves. All voted Aye.

4. Oath of Office of individual appointed to fill the unexpired Director's term of Guy Groves.

Larry Hunter, Attorney, administered the Oath of Office to Mr. Troy Taylor to fill the unexpired Director's term of Guy Groves. President Inzer thanked Director Taylor for his willingness to serve on the Board.

5. Consideration and approval of the issuance of a Certificate of Appointment of the individual appointed to fill the unexpired Director's term of Guy Groves.

Attorney Larry Hunter issued a Certificate of Appointment to Mr. Troy Taylor to fill the unexpired Director's term of Guy Groves.

A motion was made by Vice President Beard and was seconded by President Inzer to issue a Certificate of Appointment to Mr. Troy Taylor to fill the unexpired Director's term of Guy Groves. All voted Aye.

6. Consideration and possible action to approve LJA Engineering, Inc. Monthly Status Reports concerning ongoing District projects.

### **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.

Design revisions are complete. The plan set and contract documents were sent to TWDB for review before bidding. The TWDB review will take approximately 60-100 days to complete.

A motion was made by Secretary Haney and was seconded by Director Taylor to approve LJA Engineering, Inc. Monthly Status Reports concerning ongoing District projects as presented. All voted Aye.

7. Consideration and possible action to approve LJA Engineering, Inc. monthly invoices for District projects as listed:

Monthly Invoice No. 202115948 for project No. B877-1005 – TWDB Sanitary Sewer Lift Station Restoration Project in the amount of \$2,327.80 for a grand total of \$2,327.80.

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

8. Consideration and possible action to approve ratifying Jet Aeration of Texas, LLC's request for a change order in the amount of \$5,839.38 for an additional 220' of pipe and a 4" tap.

Additional material was needed to complete this job due to a miscalculation of measurement at the beginning of the project.

A motion was made by Secretary Haney and was seconded by Director Taylor to approve ratifying Jet Aeration of Texas, LLC's request for a change order in the amount of \$5,839.38 for an additional 220' of pipe and a 4" tap. All voted Aye.

9. Consideration and possible action to accept the General Contractor's Affidavit of All Bills Paid and Release of Liens as presented the Jet Aeration of Texas, LLC for the N. Hwy 105 Water Utility Line Extension Project.

Jet Aeration submitted their General Contractor's Affidavit of All Bills Paid and Release of Liens, as all work has been completed for the N. Hwy 105 Water Utility Line Extension Project.

A motion was made by Secretary Haney and was seconded by Director Taylor to accept the General Contractor's Affidavit of All Bills Paid and Release of Liens as submitted by Jet Aeration of Texas, LLC for the N. Hwy 105 Water Utility Line Extension Project. All voted Aye.

10. Consideration and possible action to accept the Certificate of Construction Completion as presented by Jet Aeration of Texas, LLC for the N. Hwy 105 Water Utility Line Extension Project.

Jet Aeration of Texas, LLC has completed this project and it is fully operational. David LeJune inspected the work completed and the customers water is connected to the District.

A motion was made by Director Taylor and was seconded by Secretary Haney to accept the Certificate of Construction Completion as presented by Jet Aeration of Texas, LLC for the N. Hwy 105 Water Utility Line Extension Project. All voted Aye.

11. Consideration and possible action regarding approval of Jet Aeration of Texas, LLC's request for Progress Payment No. 3 for the N. Hwy 105 Water Utility Line Extension Project in the amount of \$15,436.69.

This is for the third payment to Jet for the N. Hwy 105 Extension project that is now complete.

A motion was made by Director Taylor and was seconded by Secretary Haney to approve Jet Aeration of Texas, LLC's request for Progress Payment No. 3 for the N. Hwy 105 Water Line Extension Project in the amount of \$15,436.69. All voted Aye.

12. Consideration and possible action regarding approval of Jet Aeration of Texas, LLC's request for Payment No. 4 & Final (Retainage) in the amount of \$6,365.19 and authorizing the General Manager to release such payment on September 3, 2021 provided the District has not received any notice of claim for unpaid labor or materials.

Larry Hunter, Attorney reminded the Board that the retainage is kept for 30 days after the job is completed, as stated in the contract, to ensure there are no other bills to be submitted.

A motion was made by Director Taylor and was seconded by Secretary Haney to approve Jet Aeration of Texas, LLC's request for Payment No. 4 & Final (Retainage) in the amount of \$6,365.19 and authorizing the General Manager to release such payment on September 3, 2021, provided the District has not received any notice of claim for unpaid labor or materials. All voted Aye.

13. Consideration and possible action to ratify the emergency acceptance of the proposal by Weisinger, Inc. in the amount of \$106,035.00 to clean and disinfect Well No. 7 in accordance with the recommendations provided by Water Systems Engineering.

Weisinger is in the process of flushing Well No. 7, after which a test pump will be installed. The capacity will be tested to see if it is back up to, or close to, original levels. The next course of action will be dependent on these results.

A motion was made by Vice President Beard and was seconded by Director Taylor to ratify the emergency acceptance of the proposal by Weisinger, Inc. in the amount of

\$106,035.00 to clean and disinfect Well No. 7 in accordance with the recommendations provided by Water Systems Engineering. All voted Aye.

14. Consideration and possible action to enter into an emergency contract and authorize payment to Weisinger, Inc. in the amount of \$38,620.00 for a pump test at Well No. 7 to determine the pumping capacity at Well No. 7 prior to the authorization to move forward with repairs as determined by Water Systems Engineering.

This request for a temporary pump to be installed is for the purpose of testing the capacity at Well No. 7. If pumping capacity is back up to, or close to, original capacity, the pump will be rebuilt. If capacity is back up, Weisinger agreed to leave the test pump installed while the pump is being rebuilt. Cost of rental of the pump is \$425 per day. The estimated timeline for rebuilding the pump is approximately 3 weeks, with an estimated cost of \$8,000 to \$10,000.

Larry Hunter, Attorney informed the Board that since this is an emergency situation, the District is exempt from certain bylaws that typically require competitive bids for the repair of the well and rebuilding of the pump. This is due to it falling under repairs, not new construction.

After a full discussion, the Board requested a firmer agreement with Weisinger, Inc. limiting the rental cost, not to exceed 21 days. Chris Serres stated she would present their wishes to Weisinger.

A motion was made by Secretary Haney and was seconded by Director Taylor to enter into an emergency contract and authorize payment to Weisinger, Inc. in the amount of \$38,620.00 for a pump test at Well No. 7 to determine the pumping capacity at Well No. 7 prior to the authorization to move forward with repairs as determined by Water Systems Engineering. All voted Aye.

15. Consideration and possible action to approve and enter into an emergency contract authorizing Weisinger, Inc. to proceed with the recommended Scope of Services and Materials to repair the pumping equipment at Well No. 7 based on a quote in the amount of \$86,377.00 contingent upon results of the pump test and capacity readings.

Weisinger, Inc. is currently finishing up the cleaning and disinfecting of Well No. 7. They will then install a test pump to determine the capacity of the well. If capacity is acceptable, planned repairs will proceed, as follows:

- Rebuild the existing pump to include a new 416 stainless steel pump shaft, new bronze bowl bearings, turn the impeller skirts to a common dimension, machine and install bronze wear rings in the intermediate bowls
- 300 ft of new 12" x 2 1/2" x 1 11/16" column, tube, and shaft assemblies complete with a new 12" suction pipe and 304 stainless steel strainer
- New 3-gallon oil reservoir complete with immersion heater and lubrication kit
- New 1 11/16" x 2 1/2" tension bearing and plate assembly for the existing discharge head
- New 1 11/16" motor drive shaft complete with head shaft nut and gib key
- Steam clean, prime, and paint the discharge head and its appurtenances

- 305 ft of new ¼" stainless steel airline complete with new water level detector kit
- 300 ft of new 1" PVC solution tubing

A motion was made was made by Vice President Beard and was seconded by Secretary Haney to proceed with the recommended Scope of Services and Materials to repair the pumping equipment at Well No. 7 based on a quote in the amount of \$86,377.00 contingent upon results of the pump test and capacity readings. All voted Aye.

16. Consideration and possible action regarding the approval of the 2021 Certified Tax Values in the amount of \$574,710,960 as presented by the Orange County Appraisal District and Orange County Tax Office.

A motion was made by Secretary Haney and was seconded by Director Taylor to approve the 2021 Certified Tax Values in the amount of \$574,710,960 as presented by the Orange County Appraisal District and Orange County Tax Office. All voted Aye.

17. Consideration and possible action to approve or to amend the 2021 Proposed Tax Rate of \$0.381895 per \$100.00 of Tax Valuation; and to call for a Public Hearing to be held on September 20, 2021 at 5:30 p.m. regarding the 2021 Proposed Tax Rate.

The 2021 Proposed Tax Rate of \$0.381895 per \$100.00 will be put to a vote at the next regular Board Meeting after a Public Hearing has been held regarding the proposed rate.

A motion was made by Director Taylor and was seconded by Secretary Haney to approve the 2021 Proposed Tax Rate of \$0.381895 per \$100.00 of Tax Valuation; and to call for a Public Hearing to be held on September 20, 2021 at 5:30 p.m. regarding the 2021 Proposed Tax Rate. All voted Aye.

18. Consideration and possible action approving revisions to the District Office Operations Policy to reflect that no sewer service will be provided unless there is also water service provided to the same location, reversing the September 14, 2015 decision to allow sewer only service.

This will be the first step to try and bring all delinquent accounts current, and to not provide new sewer service unless water is also provided.

A motion was made by Director Taylor and was seconded by Secretary Haney to approve revisions to the District Office Operations Policy to reflect that no sewer service will be provided unless there is also water service provided to the same location, reversing the September 14, 2015 decision to allow sewer only service. All voted Aye.

19. Consideration and possible action regarding approval/amendments of the minutes of the July 19, 2021 Regular Board Meeting.

A motion was made by Secretary Haney and was seconded by Director Taylor to approve the minutes of the July 19, 2021 Regular Board Meeting. All voted Aye.

20. Board Member comments.

Director Taylor asked about including the procedure for sewer only on the agenda for the next Board Meeting and wishes for more Board involvement on what to do about the unpaid accounts.

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

- Generator 1 at the Wastewater Treatment plant has still not been repaired and there is wiring issues with Generator 2. Generators 3 and 4 were inspected at the same time, and the inspection revealed that the wiring at Generator 4 is also faulty. We are waiting on a response from Generac regarding repairs on all three generators, as the problems appear to be a manufacturer defect.
- Chris Serres requests to move the December 20<sup>th</sup> Board Meeting to December 13<sup>th</sup>, to accommodate the holiday and Bond Refinancing.
- Chris Serres touched on the request for application to use Surplus Funds. She reminded the Board that, originally, the suggested use of Surplus Funds was for water and sewer projects such as line extensions, etc. She then stated that the District has a Reimbursement Resolution in place and that perhaps we should rethink the use of funds for new projects, and submit a request to be reimbursed for projects which the District has paid out of pocket. Examples given was the TTHM Air Stripper and the Replacement of the Ground Storage Tank at Well # 5.
- Our billing is up by \$11,000 this month, and all accounts are balanced.
- We are over pledged by over \$900,000.
- Brought in \$110,000 more than we spent.
- Our interest rate has doubled from last month, and we brought in \$186.91 in interest.
- We pumped 35,475,000 gallons of water, with 13.04% unaccounted for. We treated 64,401,000 gallons at the Wastewater Treatment Plant.
- There were 269 water jobs and 62 sewer jobs completed during the month of July, including 25 LPSS service calls. Of those 25, 2 were charged a service fee.

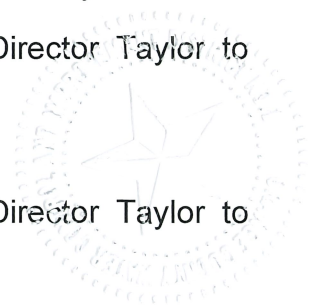
A motion was made by Secretary Haney and was seconded by Director Taylor to accept the General Manager's monthly status and financial report. All voted Aye.

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

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

23. Adjournment.

A motion was made by Secretary Haney and was seconded by Director Taylor to adjourn the meeting at 7:47 p.m. All voted Aye.



Frank Inzer, President

Trey Haney, Secretary