

Regular Meeting Minutes

February 21, 2022 – 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 Frank Inzer called the Regular Meeting to order at 5:30 p.m.

ANNOUNCE THE PRESENCE OF A QUORUM

Members present were President Frank Inzer, Vice President Tim Beard, Secretary Trey Haney, Director Kelly Brewer, and Director Troy Taylor.

STAFF PRESENT

Chris Serres, General Manager and David LeJune, Operations Manager were present.

OTHERS PRESENT

Larry Hunter, District Attorney, and Toby Davis, LJA Engineering were present.

INVOCATION AND PLEDGES

Invocation was given by Vice president Tim Beard and Pledges were led by Director Kelly Brewer.

MEETING AGENDA

1. Citizen comments.

None.

2. Consideration of approval of Unopposed Candidates Certification for the May 7, 2022 General Election.

A motion was made by Director Troy Taylor and seconded by President Frank Inzer to approve the Unopposed Candidates Certification for the May 7, 2022 General Election. All voted Aye.

3. Consideration of approval of an Order of Cancellation of the General Election of May 7, 2022 for Unopposed Candidates for Directors.

A motion was made by Secretary Trey Haney and seconded by Vice President Tim Beard to approve the Order of Cancellation of the General Election of May 7, 2022 for Unopposed Candidates for Directors. All voted Aye.

4. Consideration and possible action to cancel the Joint Election Agreement Services Contract between Orange County Elections Administrator and Orange County Water Control & Improvement District No 1 for the May 7, 2022 Election of Directors for Orange County Water Control & Improvement District No. 1.

A motion was made by Vice President Tim Beard and seconded by Director Kelly Brewer to cancel the Joint Election Agreement Services Contract between Orange County Elections Administrator and Orange County Water Control & Improvement District No 1 for the May 7, 2022 Election of Directors for Orange County Water Control & Improvement District No. 1. All voted Aye.

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

Toby Davis, LJA Engineering, Inc. presented the engineer's monthly status report as follows:

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. LJA had a meeting with OCWCID to discuss finishing the project.

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 coordination with TWDB and bidding phase services. Bids were received and presented to the Board the month of January. The Board asked that LJA and OCWCID staff evaluate possible reductions in the scope of work and/or materials to reduce the cost of the project. LJA will present the options with the consideration of approval action item.

Trihalomethane (TTHM)

A Bench Top Test was performed on trial samples to see the reaction of Chloramine with positive results in reducing Trihalomethane. The Board was in an agreement for LJA Engineering to move forward on their proposal to make the conversion to Chloramines and to present it at the next meeting.

Alamo Lift Station Project

Mr. Davis reminded the Board that the City of Vidor is sharing funds from ARPA that is going towards the Alamo Lift Station Rehabilitation. He stated that LJA will be revising the cost of rehabilitation to meet the confines of shared funds at \$391,000. Taking Alamo out of the mix of Surplus Fund Lift Station projects will allow us to see where we are cost wise and how we can accomplish the Lift Station projects. LJA will be working on the plans for both Surplus Fund Lift Station and Extension projects and will report back to the Board with updated figures.

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

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

Monthly Invoice No. 202200705 for Project No. B877-1005 – TWDB Sanitary Sewer LS Restoration Project in the amount of \$1,566.94 for a grand total of \$1,566.94.

A motion was made by Director Kelly Brewer and seconded by Director Troy Taylor approve LJA Engineering, Inc. monthly invoice No. 202200705 for Project No. B877-1005 – TWDB Sanitary Sewer LS Restoration Project in the amount of \$1,566.94 for a grand total of \$1,566.94. All voted Aye.

7. Consideration and possible action to award the bid for the TWDB CWSRF Project No. 73825 Sanitary Sewer Lift Station Restoration Project.

A motion was made by Vice President Tim Beard and seconded by Secretary Trey Haney to accept the bid from MK Constructors for the TWDB CWSRF Project No. 73825 Lower Lift Sanitary Sewer Lift Station Restoration Projects. All Voted Aye.

Chris Serres reiterated the Board's decision in funding this Sewer Lift Station Restoration project and Well #7 Rehabilitation project out of the Contingency Funds.

8. Consideration and possible action regarding approval/amendments of the minutes of the January 24, 2022 Regular Board Meeting.

A motion was made by Director Kelly Brewer and seconded by Vice President Tim Beard to approve the minutes of the January 24, 2022 Regular Board Meeting with a correction of the date in Item# 8. All voted Aye.

9. Board Member comments.

Director Troy Taylor stated there has been complaints that Tap installations are taking too long. Chris Serres stated the customer is informed that work orders are put in the order they are received. David LeJune confirmed once taps are paid the customer is put on the schedule and an estimated time of installation is approximately two weeks with the exception of unforeseen delays.

Director Kelly Brewer asked for an update on the employee, Travis Miller that took time off to take care of personal business. Chris Serres stated that Mr. Miller has been back at work and doing really well.

10. Consideration and possible action regarding a request from Mr. Daniel Flynn for a water and sewer tap at 1090 Longleaf, Vidor, Texas 77662.

Before recusing himself, Director Kelly Brewer described the location in correlation between the District's boundary and the Water Necessities' boundary. The Board discussed the Certificate of Convenience and Necessity (CCN) in which grants the CCN holder the exclusive right to provide retail water or sewer utility service to an identified geographic area. This location is not part of either utility service provider's CCN. Being that this location is in the District's boundaries and is not under a CCN, this allows the customer to choose the utility service provider to provide water and sewer service to their property.

A motion was made by Vice President Tim Beard and seconded by Secretary Trey Haney to approve the request from Mr. Daniel Flynn for water and sewer service to 1090 Longleaf, Vidor, Texas 77662. All voted Aye.

11. Consideration of and possible action regarding approval of Resolution No. 01-2022 providing for the District's participation with the City of Vidor in a Residential Tax Abatement Program for those areas of the Water District lying within the City's designated residential investment zones for the purpose of promoting residential development/redevelopment within the designated areas of the City of Vidor.

A motion was made by Vice President Tim Beard and seconded by Secretary Trey Haney to approve Resolution No. 01-2022 providing for the District's participation with the City of Vidor in a Residential Tax Abatement Program for those areas of the Water District lying within the City's designated residential investment zones for the purpose of promoting residential development/redevelopment within the designated areas of the City of Vidor. All voted Aye.

12. Consideration and possible action awarding Contract, by Resolution 03-2022, for Professional Engineering Services to LJA Engineering, Inc. to assist the District with its Alamo Lift Station Rehabilitation Project including all preliminary and design plans and specifications, and to conduct all necessary interim and final inspections as funded by the City of Vidor from their American Rescue Plan Act of 2021 allocation from the US Department of Treasury.

A motion was made by Secretary Trey Haney and seconded by Director Troy Taylor to award Contract, by Resolution 03-2022, for Professional Engineering Services to LJA Engineering, Inc. to assist the District with its Alamo Lift Station Rehabilitation Project including all preliminary and design plans and specifications, and to conduct all

necessary interim and final inspections as funded by the City of Vidor from their American Rescue Plan Act of 2021 allocation from the US Department of Treasury. All voted Aye.

13. Consideration and possible action to provide for an exception for the City of Rose City sewer only accounts from the District's sewer only policy and to reconsider the Office Operations Policy regarding Sewer Only Accounts as adopted on August 16, 2021.

Chris Serres stated we have an intergovernmental agreement providing sewer to City of Rose City residents. An exception to the no Sewer Only Policy needs to be approved by the Board in keeping with the intergovernmental agreement.

A motion was made by Vice President Tim Beard and seconded by Secretary Trey Haney to provide for an exception for the City of Rose City Sewer Only accounts from the District's Sewer Only Policy in accordance with the intergovernmental agreement and to table the reconsideration with the Office Operations Policy regarding Sewer Only Accounts Policy as adopted on August 16, 2021 at this time. President Frank Inzer, Vice President Tim Beard, and Secretary Trey Haney voted Aye. Director Kelly Brewer and Director Troy Taylor voted Nay.

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

Chris Serres presented that the General Manager's monthly status report as follows:

- She gave an overview of the financials for the month of January starting that Water and Sewer billing are still meeting, slightly exceeding our projected billings for the fiscal year. Billings is up by \$10,713.66 when compared to last month's billing and is still exceeded projection \$15,600 into budgeted projection for the fiscal year. Revenues came it at \$62,969 less than expenditures due to semi-annual payment of Revenue Note in the amount of \$112,833. Revenues for the month were \$402,799; Expenditures for the month were \$465,768. She then gave an overview of line items of expenditures and noted we are 7 months into our budget year. Bank statements on all accounts are balanced with a combined total of \$10,409,187.63. Interest earned for the month of January 2022 was \$458.79.
- TWRA – Rural Water Conference 2022
Wednesday, April 6th – Friday, April 8th
President Frank Inzer, Director Kelly Brewer, Director Troy Taylor will be attending. Secretary Trey Haney will not be attending. Vice President Tim Beard attendance will soon be announced.

David LeJune presented the Field Report stating that 32,492,000 gallons of water was pumped into the systems with 9.93% being unaccounted. He stated 31,489,000 gallons of wastewater was treated at the plant. He then reported that a total of 372 work orders were completed during the month of January.


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

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

A motion was made by Director Kelly Brewer and seconded by Secretary Trey Haney to pay the District's monthly bills. All voted Aye.

16. Adjournment.

A motion was made by Director Kelly Brewer and seconded by Director Troy Taylor to adjourn the meeting at 7:55 p.m. All voted Aye.



Frank Inzer, President



Trey Haney, Secretary

