

**Regular Board Meeting Minutes**

June 20, 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, Secretary Trey Haney, Director Troy Taylor, and Director Kelly Brewer. Vice President Tim Beard was absent.

**STAFF PRESENT**

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

**OTHERS PRESENT**

Toby Davis, LJA Engineering, and Kate Leverett, Attorney were present.

**INVOCATION AND PLEDGES**

Invocation was given by Director Troy Taylor and Pledges were led by Secretary Trey Haney.

**MEETING AGENDA**

1. Citizen comments.

There were no comments.

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

Toby Davis, LJA Engineering presented the Engineer's monthly status report as follows:

**ORANGE COUNTY WCID No. 1  
2015 Surplus Funds Water and Sanitary Sewer Projects  
ENGINEERING INVOICE DETAIL  
May 2022**

**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)**

LJA has continued working on final revisions to the Alamo lift station.

**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.

Toby Davis, LJA Engineering stated LJA Engineering will soon get with Chris Serres and David LeJune to rescope the Water and Sewer Extension Project and how it relates to Surplus Funds.

**ORANGE COUNTY WCID #1  
Texas Water Development Board  
TWDB CWSRF Project No. 73825  
Sanitary Sewer Lift Station Restoration Project  
PROJECT STATUS REPORT  
May 2022**

Services through this month include coordination with TWDB and construction phase services.

MK Constructors reached a stopping point until equipment starts arriving. We are expecting the platform to be fabricated and delivered in 4 weeks. At that point MK Constructors will return to complete the site work and platform construction. We are still waiting on electrical equipment and pumps. We don't have an exact delivery date on these items yet.

Toby Davis also briefed the Board on the Chloramine Report. The bench top test results show that TTHM levels are significantly lower after chloramine treatment. The use of chloramines provides a better protection from TTHM formation than existing chlorine



disinfection system without losing disinfection efficiency and will require additional monitoring. Mr. Davis discussed with the Board the probable project cost for Chloramine conversion.

### **HMGP Application Status Update**

Toby Davis, LJA Engineering also informed the Board that in addition to Surplus Funds Water and Sewer Projects, they have been working with Melinda Smith, Grant Administrator in submitting HMGP applications for the District. Applications are due June 30, 2022. The grant is matching funds 90% to 10%.

HMGP Applications includes the following Projects:

- Lift Station Generators - 5 sites (Cost not determined at this time)
- Lightning Protection Equipment - Well #4, #5, #7 and Wastewater Treatment Plant; \$1.4 Million project
- Rehabilitation of the remaining Clay/Concrete Sewer Lines - 70,000 feet of lines; \$7.5 Million project
- West Davis Lift Station - \$1.3 Million project

A motion was made by director Troy Taylor and seconded by Secretary Trey Haney to accept LJA Engineering, Inc. Monthly Status Report concerning ongoing District projects as presented. All voted Aye.

3. Consideration and possible action regarding approval of LJA Engineering, Inc. monthly invoices for District projects as listed: Invoice No. 202213411 in the amount of \$635.92 for Project No. B877-6282 – General Services – Chloramine Study; and Invoice #202212871 in the amount of \$1,563.38 for Project No. B877-1005 – TWDB Disaster Recovery – Sanitary Sewer LS Restoration Project for a Grand Total of \$2,199.30.

A motion was made by Secretary Trey Haney and seconded by Director Kelly Brewer to authorize payment LJA Engineering, Inc. monthly invoices for District projects as presented. All voted Aye.

4. Consideration and possible action regarding Wathen, DeShong, & Juncker, LLP Initial Communication Audit Engagement Letter for the Fiscal Year ending 06/30/2022.

Chris Serres, General Manager stated this is an annual item to engage Wathen, DeShong, & Juncker, LLP to complete the District Audit as required by the Local Government Code.

A motion was made by Director Troy Taylor and seconded by Secretary Trey Haney to approve the Initial Communication Audit Engagement Letter for the Fiscal Year ending 06/30/2022. All voted Aye.

6. Consideration and possible action approving Resolution 06-2022 authorizing the submittal of one or more DR-4485 HMGP applications to the Texas Division of Emergency Management, authorizing the Board President and General Manager to act as the District's authorized representatives in all matters pertaining to the application and committing matching funds.

A motion was made by Secretary Trey Haney and seconded by Director Kelly Brewer to approve Resolution 06-2022 authorizing the submittal of one or more DR-4485 HMGP applications to the Texas Division of Emergency Management, authorizing the Board President and General Manager to act as the District's authorized representatives in all matters pertaining to the application and committing matching funds. All voted Aye.

7. Consideration and possible action regarding approval/amendments of the minutes of the May 16, 2022, Regular Board Meeting.

A motion was made by Director Kelly Brewer and seconded by Director Trey Haney to approve the minutes of the May 16, 2022, Regular Board Meeting. All voted Aye.

8. Board Member comments.

Director Troy Taylor - Inquired on GIS digital map. David LeJune commented that some areas are still on paper maps and are not in the GIS digital mapping. It will take time to map all of the District. Mr. Taylor again entertained the idea of possibly connecting to Mauriceville MUD as an outsource to supply water to our District or District to District, if needed. The Board discussed that our District or Mauriceville MUD may not have the capacity to provide services to such a substantial increase in population.

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

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

- Preliminary Tax Value - The District's Values have increased since previous year.

The Preliminary Tax Values:

2022	\$ 632,287,245
2021	\$ 574,710,960
Certified Values Increase	\$ 57,576,285

- ACH Payments to Vendors - Direct payments mean less check writing, postage, and envelopes. Chris Serres informed the Board of the staffs' intent to offer Electronic Funds Transfer (EFT) payment option. Mrs. Serres provided a drafted letter to Vendors and a sample Request and Authorization for Payment by EFT Form for the Board to review.
- Mrs. Serres gave an overview of the financials for the month of May 2022 starting with the Monthly Billing Re-cap; Billings are down \$7900.44 when compared to last month's billing. Revenues came in at \$117,996 more than expenditures. Revenues for the month were \$402,684; Expenditures for the month were \$284,688. She then gave an overview of line items of expenditures. Bank statements on all accounts are balanced with a combined total of \$9,354,125.84. With an Interest Rate increase from .392500% previous month to .691700% current month; Interest earned for the month of May 2022 was \$5,261.51.
- David LeJune presented the Field Report stating that 33,097,000 gallons of water was pumped into the systems with 10.26% being unaccounted. He stated 27,063,000 gallons of wastewater was treated at the plant. There were 267 water jobs and 46 sewer jobs; a combined total of 313 work orders were completed during the month of May 2022.

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

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



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

11. **Executive Session** pursuant to **Section 551.072** of the Texas Government Code – Deliberations regarding Real Property – to discuss the purchase of an easement needed for the Heritage Park Lift Station Surplus Fund Project.
12. **Executive Session** pursuant to **Section 551.071** of the Texas Government Code – Consultation with an Attorney – to discuss possible legal remedies for failure of sewer only account holders to pay past due amounts.

The Board moved to adjourn the Regular Meeting at 6:40 p.m. and to call an Executive Session to order for the purpose of discussing Items 10 and 11 to wit: the purchase of an easement needed for the Heritage Park Lift Station Surplus Fund Project and to discuss possible legal remedies for failure of sewer only account holders to pay past due amounts.

13. **General Open Session**, if necessary, for the consideration of any action following the discussion in executive session regarding the purchase of an easement needed for the Heritage Park Lift Station Surplus Fund Project and regarding possible legal remedies for failure of sewer only account holders to pay past due amounts.

The Board moved to close the Executive Session to reconvene the Regular Board Meeting at 7:00 p.m.

President Frank Inzer announced that no action by the Board regarding the purchase of an easement needed for the Heritage Park Lift Station Surplus Fund Project is needed.


President Frank Inzer announced that no action by the Board regarding legal remedies for failure of sewer only account holders to pay past due amounts is needed.

5. Consideration and possible action regarding the collection of past due amounts from sewer only accounts and to authorize the mailing of Termination Notices.

A motion was made by Director Troy Taylor and seconded by Director Kelly Brewer to authorize the staff to move forward with the mailing of Termination Notices to delinquent account holders and to proceed with legal actions necessary. All voted Aye.

14. Adjournment.

A motion was made by Director Troy Taylor and seconded by Secretary Trey Haney to adjourn the meeting at 7:03 p.m. All voted Aye.

  
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Frank Inzer, President

  
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Trey Haney, Secretary

