

Public Hearing and Regular Meeting Minutes

September 19, 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.

PUBLIC HEARING REGARDING PROPOSED 2022 TAX RATE OF \$0.33760

OPEN THE PUBLIC HEARING

President Frank Inzer called the Public Hearing to order and announced the presence of the quorum. Members present were President Frank Inzer, Secretary Trey Haney, and Director Troy Taylor. Vice President Tim Beard and Director Kelly Brewer were absent.

Public Hearing was opened by President Frank Inzer at 5:30 p.m. for the purpose of discussing a proposed tax rate for 2022 of \$0.33760.

1. Citizens Comments.

There were no citizen comments.

2. Discussion

There was no discussion.

CLOSE THE PUBLIC HEARING

Public Hearing was adjourned at 5:32 p.m.

REGULAR MONTHLY MEETING OF BOARD OF DIRECTORS

CALL MEETING TO ORDER

President Frank Inzer called the Regular Meeting to order at 5:32 p.m.

ANNOUNCE THE PRESENCE OF A QUORUM

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

STAFF PRESENT

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

OTHERS PRESENT

Jeff Scogin, LJA Engineering, 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 citizen 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
August 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 and has delivered a review set of construction plans to the District staff for review.

6560E – SURPLUS FUNDS WATER AND SEWER SERVICE EXTENSIONS PROJECT (Contract No. 3 – Water and Sanitary Sewer Service Extensions Project)

LJA has met with District staff and has provided a revised scope of work. LJA also had coordination on starting back on the project. LJA is developing a request to the TCEQ for release of Surplus Funds.

Toby Davis stated that the Alamo Lift Station plans were given to David LeJune, Operations Manager today for review for any modifications, if needed, prior to getting this project up for bidding. LJA Engineering has met with the District's staff on revising cost estimates for Surplus Funds Sewer Lift Station Rehabilitation projects and Water and Sewer Service Extensions projects that includes Lift Stations located at Alamo, West Davis, Poplar, Texas Street, and the area of Caney Creek and Beechnut. Mr. Toby Davis is still working on getting Surplus Funds released from TCEQ.

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

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

No significant changes in the status for the month of August. MK Constructors will continue work once the majority of the lift station components are delivered. Below is the estimated delivery dates for the equipment.

- Submersible pumps are estimated to be delivered by the end of August.
- Pump control panels are estimated to be delivered by the mid-September.
- Electrical switch gears are estimated to be delivered mid-October.
- Generator automatic transfer switch is estimated to be delivered mid-October.
- Generator is estimated to be delivered mid-April 2023.

Toby Davis informed the Board of Directors that MK contractors is still waiting on material from suppliers to be delivered. The pumps should arrive soon, and the pump control panels should arrive by mid-September.

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

3. Consideration and possible action regarding approval of MK Constructors Monthly Estimate No. 2 in the amount of \$59,812.67 for the Sanitary Sewer Lift Station Restorative Project – TWDB.

A motion was made by Secretary Trey Haney and seconded by Director Troy Taylor to approve payment of MK Constructors Monthly Estimate No. 2 in the amount of \$59,812.67 for the Sanitary Sewer Lift Station Restorative Project – TWDB. All voted Aye.

4. Consideration and possible action regarding a study on the District's 3 existing wells including age of each and capacity of each and regarding the Texas Water Development Board Application to fund the construction of a 4th water well.

Toby Davis presented a chart showing the age, capacity, and connections of Well 4, 5, 7 and both elevated and ground storage. The chart consists of a 2% growth rate and a projection over the next 40 years. TCEQ requirements are 100 gallons per connection of elevated storage and once the storage reaches 85% of its existing storage you must begin planning on constructing a new tank. With the projected growth and the probable loss of a small Well, the chart shows the District would be required to construct a new Well within 16 to 20 years. Should one of our larger Wells goes out of service, the District would be required to construct a new Well within 2 years. Mr. Davis noted that this chart is not taking into consideration the capacity with expanding service to the City of Rose City.

A motion was made by Director Troy Taylor and seconded by Secretary Trey Haney to approve the study on the District's 3 existing wells including age of each and capacity of each and to move forward on the Texas Water Development Board Application to fund the construction of a 4th water well. Director Troy Taylor and President Frank Inzer voted Aye. Secretary Trey Haney voted Nay.

5. Consideration and possible action regarding approval of Invoice #202200366 in the amount of \$2,081.54 to Anthony Bennett Consulting for consulting services regarding the Chloramine bench pilot program.

A motion was made by Director Troy Taylor and seconded by Secretary Trey Haney to approve payment of Invoice #202200366 in the amount of \$2,081.54 to Anthony Bennett Consulting for consulting services regarding the Chloramine bench pilot program. All voted Aye.

6. Consideration and possible action regarding approval of Invoice #758159 in the amount of \$1,830.00 to Germer PLLC for legal services.

A motion was made by Secretary Trey Haney and seconded by Director Troy Taylor to approve payment of Invoice #758159 in the amount of \$1,830.00 to Germer PLLC for legal services. All voted Aye.

7. Consideration and possible action regarding approval/amendments of the minutes of the August 15, 2022, Regular Board Meeting.

A motion was made by Director Troy Taylor and seconded by Secretary Trey Haney to approve the minutes of the August 15, 2022, Regular Board Meeting. All voted Aye.

8. Consideration and possible action regarding adopting Resolution 07-2022 setting the 2022 Ad Valorem Tax Rate in the amount of \$0.33760 per \$100 of tax valuation, as calculated and verified by Karen Fisher, Orange County Tax Assessor-Collector, as required by the Texas Property Tax Code § 26.05.

A motion was made by Director Troy Taylor and seconded by Secretary Trey Haney to adopt Resolution 07-2022 setting the 2022 Ad Valorem Tax Rate in the amount of \$0.33760 per \$100 of tax valuation, as calculated and verified by Karen Fisher, Orange County Tax Assessor-Collector, as required by the Texas Property Tax Code § 26.05. All voted Aye.

9. Consideration and possible action to take from the table and to consider approval of a Water and Sewer Line Extension Policy providing for a reimbursement agreement to customer's who live outside the District and request a line extension for water and/or sewer and to render this policy an extension of the Operations Policy.

A motion was made by Secretary Trey Haney and seconded by Director Troy Taylor to approve a Water and Sewer Line Extension Policy providing for a reimbursement agreement to customer's who live outside the District and request a line extension for water and/or sewer and to render this policy an extension of the Operations Policy. All voted Aye.

10. Consideration and possible action to take from the table and to consider approval of a Water and Sewer Line Extension Reimbursement Agreement for use when entering into an agreement with a customer for line extension reimbursement.

A motion was made by Secretary Trey Haney and seconded by Director Troy Taylor to approve a Water and Sewer Line Extension Reimbursement Agreement for use when entering into an agreement with a customer for line extension reimbursement. All voted Aye.

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

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

- Mrs. Serres presented the Audit's Annual Letter of Communication to the Board of Directors to review.
- Mrs. Serres informed the Board that the wording on question No. 1 on the Audit's Fraud and Related Party Questionnaire has been changed. Director Kelly Brewer considered paying the District for services is considered a business transaction and requested that the Questionnaire be reworded accordingly.
- Mrs. Serres suggested purchasing simple tablets for each board member to have an electronic Board Meeting Booklet for our monthly Board Meetings. Board members can also review the contents of the electronic booklet prior to meeting. We could save our staff time and money converting from binded paper booklets to an electronic version.
- Mrs. Serres gave an overview of the financials for the month of August 2022 starting with the Monthly Billing Re-cap; Billings are up \$14,933.75 when compared to last month's billing. Revenues came in at \$702,950 less than expenditures. Revenues for the month were \$500,127; Expenditures for the month were \$1,203,077 due to the payment of Bond Principal and Interest. She then gave an overview of line items of expenditures. Mrs. Serres stated our financial status is at a place where the District can start putting funds into our Contingency Funds Account. Bank statements on all accounts are balanced with a combined total of \$8,628,641.50. With an Interest Rate increase from 1.282100% previous month to 1.939500% current month; Interest earned for the month of August 2022 was \$14,231.63.
- David LeJune, Operations Manager presented the Field Report stating that 31,388,000 gallons of water was pumped into the systems with 9.45% being unaccounted. He stated 51,680.000 gallons of wastewater was treated at the plant. There were 319 water jobs and 73 sewer jobs; a combined total of 392 work orders were completed during the month of August 2022.

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

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

Director Troy Taylor inquired on the Entergy bills stating that a utility bill seems more than usual. Chris Serres, General Manager explained that there is two months of utility bills for Well 7 site due to Entergy's billing cycle of having 5 weeks in the month. One statement fell on August 2nd and the other on August 26th.

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

13. Board Member comments.


Director Troy Taylor- Mr. Taylor inquired about the stolen tractor that was later recovered with minimal damages. Mrs. Serres informed the Board that the District had bought a new tractor before the recovery of the stolen tractor. The insurance company paid the District the replacement cost for the tractor and suggested to the District to put the recovered tractor up for sale for salvage. David LeJune stated that there is someone interested in purchasing the tractor for salvage and he is still communicating with them on the details. Mr. Taylor asked if the District was going to auction off the tractor. After a brief discussion among the Board members, Mrs. Serres stated that she will put a Public Auction for the tractor on the Agenda for the next Board Meeting.

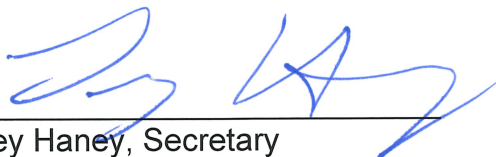
Secretary Trey Haney- Mr. Haney inquired on the production of Well 7. David LeJune, Operations Manager stated that Well 7 is improving but very slowly. Mr. LeJune informed the Board that he checks on the production weekly.

President Frank Inzer- Mr. Inzer stated that the Mayor inquired about water and sewer service on Laura Lane. According to a realtor, the Mayor was informed that there is no water or sewer service on Laura Lane. Mrs. Serres stated that Laura Lane is in our District and both water and sewer service is provided in that area. The Board briefly discussed the Chloramine conversion and sending out a Public Service Announcements prior to the conversion taken place.

14. Adjournment.

A motion was made by Secretary Trey Haney and seconded by Director Troy Taylor to adjourn the meeting at 6:57 p.m. All voted Aye.


Frank Inzer, President


Trey Haney, Secretary

