

BOARD OF DIRECTORS  

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**MEETING MINUTES**

**Meeting Minutes**

February 21, 2011– 5:30 pm

Orange County Water Control & Improvement District No. 1 Board Room  
460 E Bolivar Street, Vidor, Texas

Robert Viator ..... President  
Billy Perkins ..... Vice-President  
Tim Beard ..... Secretary  
Percy Foreman ..... Director  
Guy Groves ..... Director

Darlene Jackson ..... General Manager  
David LeJune ..... Operations Manager

*Others present: Karen Sampson, Chris Serres, Donna Myers, Peggy Jackson, Brandy Welch, Larry Hunter, George Garza, Toby Davis, Tim Stinson, Calvin Prosen, Joe Wilson, Stephanie Malkowsky, Derek Gruffagnino, and Ernest Bayard*

*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 TO ORDER**

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Robert Viator called the meeting to order at 5:30 P.M., with a quorum present.

**INVOCATION & PLEDGE OF ALLEGIANCE**

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Tim Beard offered the invocation, and, Billy Perkins led the pledges.

**REGULAR AGENDA**

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- 1. Citizens comment.**  
**None**
- 2. Acknowledgment and commendation of Donna Myers for 36 years of employment with the District.**  
**Board President, Robert Viator, and District Manager, Darlene Jackson, presented Donna Myers with a**

**certificate and a token of appreciation for 36 years of dedicated service to the District.**

- 3. Consideration of paying the Board of Directors a fee for serving as directors, and reimbursement for expenses incurred on behalf of the District, as provided under Section 49.060 of the Texas Water Code.**

**Robert Viator, Board President, polled the Board members, as to their wishes on payment for their services, the consensus was the board did not wish to be paid.**

- 4. Consideration of approval/amendments to the minutes of the regular meeting of January 17, 2011, and the special meeting of January 24, 2011.**

**Motion by Billy Perkins and seconded by Tim Beard, to approve the minutes of the regular meeting of January 17, 2011, and the special meeting of January 24, 2011, as presented. Motion carried.**

**For: Billy Perkins, Tim Beard, Percy Foreman, Guy Groves, and Robert Viator.**

**Opposed: None**

- 5. Consideration of the District Manager's monthly status and financial report.**

**Motion by Tim Beard and seconded by Guy Groves, to approve the District Manager's monthly status and financial report, as presented by Darlene Jackson and Chris Serres. Motion carried.**

**For: Tim Beard, Guy Groves, Percy Foreman, Billy Perkins and Robert Viator.**

**Opposed: None**

- 6. Consideration of Carroll & Blackman, Inc.'s monthly status report concerning ongoing District projects.**

**Motion by Billy Perkins and seconded by Percy Foreman, to approve the Carroll & Blackman, Inc.'s monthly status report concerning ongoing District projects, as presented by Tim Stinson.**

**For: Billy Perkins, Percy Foreman, Tim Beard, Guy Groves, and Robert Viator.**  
**Opposed: None**

- 7. Consideration of the Agreement for Engineering Services General Services Contract and the notice of increase in the billing rates of Carroll & Blackman, Inc.**

**Motion by Billy Perkins and seconded by Tim Beard to approve the Agreement for Engineering Services General Services Contract and the notice of increase in the billing rates of Carroll & Blackman, Inc., as presented. Motion carried.**

**For: Billy Perkins, Tim Beard, Percy Foreman, Guy Groves, and Robert Viator.**  
**Opposed: None**

- 8. Consideration of approval of Carroll & Blackman, Inc.'s monthly invoices for District projects as listed: Invoice #18422, for Cloverleaf Wastewater Treatment Plant Enforcement Action, in the amount of \$3,861.00; Invoice #18423 for Wastewater Treatment plant in the amount of \$13,542.00; Invoice #18424 for Cloverleaf & Tiger Lake Lift Station/Force Main in the amount of \$29,000.00, for a total of \$46,403.00.**

**Motion by Guy Groves and seconded by Percy Foreman, to approve Carroll & Blackman, Inc.'s monthly invoices for District projects as listed: Invoice #18422, for Cloverleaf Wastewater Treatment Plant Enforcement Action, in the amount of \$3,861.00; Invoice #18423 for Wastewater Treatment plant in the amount of \$13,542.00; Invoice #18424 for Cloverleaf & Tiger Lake Lift Station/Force Main in the amount of \$29,000.00, for a total of \$46,403.00, as presented. Motion carried.**

**For: Guy Groves, Percy Foreman, Tim Beard, Billy Perkins and Robert Viator.**  
**Opposed: None**

- 9. Consideration of Change Order #3, in the amount of \$50,243.70, for additional fill material in 2 large debri holes, including labor, materials and equipment, etc.**  
**Motion by Guy Groves and seconded by Billy Perkins, to table this agenda item for a later meeting. Motion carried.**  
**For: Guy Groves, Billy Perkins, Percy Foreman, Tim Beard, and Robert Viator.**  
**Opposed: None**
- 10. Consideration of Arceneaux & Gates Consulting Engineers, Inc. monthly report on Water well project**  
**Motion by Percy Foreman and seconded by Guy Groves, to approve Arceneaux & Gates Consulting Engineers, Inc. monthly report on Water well project, as presented by Calvin Prosen. Motion carried.**  
**For: Percy Foreman, Guy Groves, Billy Perkins, Tim Beard, and Robert Viator.**  
**Opposed: None**
- 11. Consideration of Arceneaux & Gates Consulting Engineers, Inc. monthly invoices for District water well project as listed: Invoice #13063, in the amount of \$40,023.49.**  
**Motion by Billy Perkins and seconded by Percy Foreman, to approve the Arceneaux & Gates Consulting Engineers, Inc. monthly invoices for District water well project as listed: Invoice #13063, in the amount of \$40,023.49, as presented.**  
**For: Billy Perkins, Percy Foreman, Guy Groves, Tim Beard, and Robert Viator.**  
**Opposed: None**
- 12. Consideration of approval of the proposed road costs for a test well site for Water Well #7 on Hwy 12 property.**  
**Motion by Tim Beard and seconded by Guy Groves, to table this agenda item for a later meeting. Motion carried.**

**For: Tim Beard, Guy Groves, Billy Perkins, Percy Foreman, and Robert Viator.**

**Opposed: None**

- 13. Consideration of Orange County Appraisal District's budgetary requirement special assessment of \$6,278.00 for Orange County Water Control & Improvement District No. 1.**

**Motion by Billy Perkins and seconded by Percy Foreman, to approve the Orange County Appraisal District's budgetary requirement special assessment of \$6,278.00 for Orange County Water Control & Improvement District No. 1, as presented. Motion carried.**

**For: Billy Perkins, Percy Foreman, Guy Groves, Tim Beard, and Robert Viator.**

**Opposed: None**

- 14. Consideration of accepting bid on trust property, Account No. 000003-038501, Cause No. A-050110-T, Abstract No. 3, T H Breece Tr 345, located at 450 Oak Lane, Vidor, Orange County, Texas.**

**Motion by Tim Beard and seconded by Billy Perkins, to approve accepting bid on trust property, Account No. 000003-038501, Cause No. A-050110-T, Abstract No. 3, T H Breece Tr 345, located at 450 Oak Lane, Vidor, Orange County, Texas, as presented.**

**For: Tim Beard, Billy Perkins, Guy Groves, Percy Foreman, and Robert Viator.**

**Opposed: None**

- 15. Consideration of an Order Adding Land to District concerning a Petition for the Addition of Land to the Orange County Water Control & Improvement District No. 1 submitted by Kenneth Marks and wife, Sandra Marks, for a 0.248 acre tract at 1975 Leigh Road, Vidor, Orange County, Texas.**

**Motion by Percy Foreman and seconded by Guy Groves to table this agenda item for a later meeting. Motion carried.**

**For: Percy Foreman, Guy Groves, Billy Perkins, Tim Beard, and Robert Viator.**  
**Opposed: None**

**16. Consideration of amending Paragraph 3.03(b) of Section 3 of the Orange County Water Control & Improvement District No. 1 Personnel Policies.**

**Motion by Percy Foreman and seconded by Tim Beard, to approve the amendment of Paragraph 3.03(b) of Section 3 of the Orange County Water Control & Improvement District No. 1 Personnel Policies, as presented. Motion carried.**

**For: Percy Foreman, Tim Beard, Billy Perkins, Guy Groves, and Robert Viator.**

**Opposed: None**

**17. Consideration of establishing a District policy regarding consideration of petitions to add land to the district, including time of year for acceptance and expenses related to preparation and filing of the petitions and orders.**

**Motion by Percy Foreman and seconded by Guy Groves to table this agenda item for a later meeting. Motion carried.**

**For: Percy Foreman, Guy Groves, Billy Perkins, Tim Beard, and Robert Viator.**

**Opposed: None**

**18. Consideration of approval of payment of the District's monthly bills.**

**Motion by Billy Perkins and seconded by Tim Beard, to approve the payment of the District's monthly bills, as presented. Motion carried.**

**For: Billy Perkins, Tim Beard, Guy Groves, Percy Foreman, and Robert Viator.**

**Opposed: None**

**19. Adjournment.**

**Motion by Billy Perkins and seconded by Percy Foreman, to adjourn the meeting, motion carried, meeting adjourned at 7:15 P.M.**

**For: Billy Perkins, Percy Foreman, Guy Groves, Tim Beard, and Robert Viator.**

**Opposed: None**

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**Robert Viator, President**

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**Tim Beard, Secretary**