



Meeting Minutes

June 15, 2015– 5:30 pm

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

Robert Viator.....President
Frank Inzer..... Vice-President
Tim Beard Secretary
Trey Haney Director
Guy Groves Director

Norman Blackman General Manager
David LeJune Operations Manager
Karen Sampson..... Office Manager
Chris Serres..... Financial Director

Others present: Toby Davis & Jeff Scogin, Carroll & Blackman
Consulting Engineers, Inc.; Larry Hunter, Provost Umphrey Law
Firm; Ernest Bayard & Julian Bayard, Citizens

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

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

INVOCATION & PLEDGE OF ALLEGIANCE

The Invocation was offered by Mr. Inzer and Mr. Beard led the Pledges.

MEETING AGENDA

1. **Citizens comment**
No Citizens comments.

2. **Consideration of and possible action regarding Carroll & Blackman, Inc.'s Monthly Status Report concerning ongoing District projects.**

Mr. Viator read the agenda item.

Mr. Scogin presented the report. Mr. Scogin reported that Project B is completed and the close out documents for this Project will be considered in another item. Mr. Scogin reported on Project C. There is no current Pay Request from the contractor regarding this Project. Mr. Blackman noted that the water line crossing at Filmore and Hwy 105 was completed to the District's satisfaction. The pavement restoration on Hwy 105 is scheduled to begin this week, but depending on the weather.

Mr. Viator asked for a motion.

A motion was made by Mr. Inzer and seconded by Mr. Haney to approve Carroll & Blackman, Inc.'s Monthly Status Report concerning ongoing District projects, as presented. Motion carried. See attachments.

3. **Consideration of and possible action regarding approval of Carroll and Blackman, Inc., monthly invoices for District projects as listed:**

Invoice No. 21671 Contract B - Cloverleaf & Tiger Lake Lift Stations/Force Mains Project in the amount of \$1,550.00; Invoice No. 21672 Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of \$4,358.00; Invoice No. 21673 Project 6200E - Rehabilitation of additional sewer lines to Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of \$4,898.00; Invoice No. 21676 for Project 6282 - General Services regarding TWDB budget modifications in the amount of \$805.50; Invoice No. 21674 for Project 6200D – FM 105 Water Line Replacement in the amount of \$4,380.00. Invoice No. 21675 for Project 6560B - Bond Project Scoping in the amount of \$8,866.50. This is a TOTAL of \$24,858.00.

Mr. Viator read the agenda item.

Mr. Scogin presented the invoices. Mr. Viator asked if Mr. Blackman recommended payment. He stated that it is all in order and ready for payment. After some clarification, Mr. Viator asked for a motion.

A motion was made by Mr. Groves and seconded by Mr. Beard to approve payment for Carroll and Blackman, Inc., monthly invoices for District projects as listed:

Invoice No. 21671 Contract B - Cloverleaf & Tiger Lake Lift Stations/Force Mains Project in the amount of \$1,550.00; Invoice No. 21672 Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of \$4,358.00; Invoice No. 21673 Project 6200E - Rehabilitation of additional sewer lines to Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of \$4,898.00; Invoice No. 21676 for Project 6282 - General Services regarding TWDB budget modifications in the amount of \$805.50; Invoice No. 21674 for Project 6200D – FM 105 Water Line Replacement in the amount of \$4,380.00. Invoice No. 21675 for Project 6560B - Bond Project Scoping

in the amount of **\$8,866.50**. This is a **TOTAL** of **\$24,858.00**, as presented. Motion carried. See attachments.

4. **Consideration and possible action regarding approval of the following actions and documents necessary to close out Contract B - Cloverleaf and Tiger Lake Lift Stations and Force Mains:**
 - A. **Change Order No 7 (Final) for Contract B**
 - B. **Certificate of Construction Completion for Contract B**
 - C. **Contractor's Payment Request #26, the final payment and release of retainage, for Contract B in the amount of \$128,016.92. Approval of the release of construction retainage should be made contingent upon approval and authorization to do so by the Texas Water Development Board;**
 - D. **Certificate of Acceptance of Contract B**

Mr. Viator read the agenda item.

Mr. Scogin presented the Change Order No. 7 showing the final quantities and dollars regarding this Contract. Mr. Blackman recommended this item be approved.

Mr. Viator asked for a motion.

A motion was made by Mr. Beard and seconded by Mr. Haney to approve Change Order No 7 (Final) for Contract B; the Certificate of Construction Completion for Contract B; Contractor's Payment Request #26, the final payment and release of retainage, for Contract B in the amount of **\$128,016.92**, contingent upon approval and authorization by the Texas Water Development Board; and Certificate of Acceptance of Contract B, as presented. Motion carried. See attachments.

5. **Consideration and possible action regarding approval of Change Order No. 4 for Contract "C" - Sanitary sewer Rehabilitation Project in the amount of \$25,119.45.**

Mr. Viator read the agenda item.

Mr. Scogin and Mr. Blackman presented this item, explaining these are the last two sewer lines to be replaced in the Contract "C" - Sanitary Sewer Rehabilitation Project. The prices for open cut replacement of these pipes would be almost \$15,000 more in cost. The Board agreed that the cured in place method of pipe lining would be the most cost effective method in the rehab on these sewer lines.

Mr. Viator asked for a motion.

A motion was made by Mr. Beard and seconded by Mr. Groves to approve the Change Order No. 4 for Contract "C" - Sanitary Sewer Rehabilitation Project in the amount of **\$25,119.45**, as presented. Motion carried. See attachment.

6. **Consideration of and possible action regarding approval of a consulting agreement with Anthony Bennett Consulting for assistance to the District with the evaluation of and advice for resolution of the trihalomethane water quality issue and TCEQ violations.**

Mr. Viator read the agenda item.

Mr. Blackman presented this item for discussion. Mr. Blackman recommended the Board approve having Mr. Bennett advise the District on its trihalomethane issue.

Mr. Viator asked for a motion.

A motion was made by Mr. Groves and seconded Mr. Beard to approve the consulting agreement with Anthony Bennett Consulting for assistance to the District with the evaluation of and advice for resolution of the trihalomethane water quality issue and TCEQ violations, as presented. See attachment.

7. Consideration and possible action regarding approval of the following actions and documents necessary to utilize surplus funds from the 2010 Water & Wastewater System Improvements Projects \$14,000,000 Bond Issue – TCEQ ICN:11172010-D01:

- A. Engineering Contract between the District and Carroll & Blackman, Inc. Consulting Engineers for engineering services for the water and sanitary sewer projects to be funded with surplus bond funds from the \$14M bond issue.

Mr. Davis presented this item.

A motion was made by Mr. Haney and seconded by Mr. Groves to approve the Engineering Contract between the District and Carroll & Blackman, Inc. Consulting Engineers for engineering services for the water and sanitary sewer projects to be funded with surplus bond funds from the \$14M bond issue, as presented. Motion carried. See attachment.

- B. Surplus Funds Application Report produced by Carroll & Blackman, Inc. to request, by expedited review, approval from the TCEQ to utilize existing surplus funds from the water projects and non-construction funds from the \$14M bond issuance to fund additional water and sanitary sewer projects. Mr. Davis presented this item.

A motion was made by Mr. Beard and seconded by Mr. Haney to approve the Submission of the Surplus Funds Application Report produced by Carroll & Blackman, Inc. to request, by expedited review, approval from the TCEQ to utilize existing surplus funds from the water projects and non-construction funds from the \$14M bond issuance to fund additional water and sanitary sewer projects, as presented. Motion carried. See attachment.

- C. Certificate for and Order Authorizing Application for Approval by Texas Commission on Environmental Quality for Use of Surplus Funds for Additional Water System Capital Infrastructure Improvements.

A motion was made by Mr. Haney and seconded by Mr. Groves to approve the Order Authorizing Application for Approval by Texas Commission on Environmental Quality for Use of Surplus Funds for Additional Water System Capital Infrastructure Improvements. Motion carried. See attachment.

8. Consideration and possible action regarding approval/amendments to the minutes of the May 13, 2015, special meeting and May 18, 2015 regular meeting.

Mr. Viator read the agenda item.

Mr. Viator asked for a motion.

A motion was made by Mr. Haney and seconded by Mr. Inzer to approve the minutes of the May 13, 2015, special meeting and May 18, 2015 regular meeting, as presented. Motion carried.

9. Board Members comments.

Mr. Viator polled the Directors, Mr. Groves and Mr. Haney had no comments. Mr. Beard asked for a status update on the water line to Iwanda Trailer Park and the adjacent store on N Main. Mr. Blackman stated as of the last contact with those two parties, the indication was they would each pay one half the line extension cost. Mr. Beard asked for a status update on the odor and noise issues at Cloverleaf Lift Station. Mr. Blackman stated that there had been no other complaints from the neighbors. Mr. Inzer had no comments.

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

Mr. Viator read the agenda item.

Mr. Blackman apologized for not having a manager's report included in the meeting booklet. He stated that anything he would have reported on has been addressed at the meeting tonight.

Ms. Serres presented the financial reports. Mr. Blackman explained the new budget comparison report format.

Mr. LeJune presented the Field and LPSS reports.

Mr. Viator asked for a motion.

A motion was made by Mr. Groves and seconded by Mr. Beard to approve the General Manager's monthly status and financial report, as presented. Motion carried. See attachments.

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

Mr. Viator read the agenda item.

Mr. Viator asked for a motion.

A motion was made by Mr. Beard and seconded by Mr. Inzer to approve payment of the District's monthly bills, as presented. Motion carried. See attachment.

12. Consideration and possible action regarding approval of the acquisition of a hydro-excavator for an approximate cost of \$60,000 and the transfer of \$60,000

for such acquisition from the General Operating Account to the Water/Sewer Major Maintenance Account prior to the end of 2014-2015 Fiscal Year.

Mr. Viator read the agenda item.

Mr. Blackman presented the item. He explained to the Board that the vendor had brought this hydro-excavator to demonstrate to the District staff. The Board had some discussion as to the specifications of the unit.

Mr. Viator asked for a motion.

A motion was made by Mr. Groves and seconded by Mr. Beard to approve the acquisition of a hydro-excavator for an approximate cost of \$60,000 and the transfer of \$60,000 for such acquisition from the General Operating Account to the Water/Sewer Major Maintenance Account prior to the end of 2014-2015 Fiscal Year. Motion carried. See attachment.

- 13. Consideration and possible action regarding the acquisition of a 28' X 32' portable building for \$11,500 to be used for storage of the District files and miscellaneous items currently being stored offsite in rented storage units, and the transfer of \$60,000 for that acquisition from the General Operating Account to the Special Projects Account prior to the end of 2014-2015 Fiscal Year.**

Mr. Viator read the agenda item.

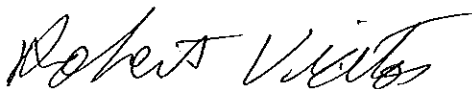
Mr. Blackman presented this item. The Board questioned the blocking of the building and the hurricane readiness of this building. Mr. Blackman assured the Board that the District would address these issues.

Mr. Viator asked for a motion.


A motion was made by Mr. Groves and seconded by Mr. Beard to approve the acquisition of a 28' X 32' portable building for \$11,500 to be used for storage of the District files and miscellaneous items currently being stored offsite in rented storage units, and the transfer of \$15,000 for that acquisition from the General Operating Account to the Special Projects Account prior to the end of 2014-2015 Fiscal Year. Motion carried. See attachment.

14. Adjournment.

A motion was made by Mr. Inzer and seconded by Mr. Haney to adjourn the meeting. Motion carried. Meeting adjourned at 7:45 P.M.



Robert Viator, President



Tim Beard, Secretary