



Meeting Minutes

March 16, 2015– 5:30 pm

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

Robert ViatorPresident
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: Jeff Scogin, Carroll & Blackman Consulting;
Mark McLiney, Samco Capital Markets; George Garza, Vidorian

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

INVOCATION & PLEDGE OF ALLEGIANCE

Mr. Beard offered the invocation and Mr. Groves led the pledges.

MEETING AGENDA

1. Citizen comments.
No Citizens in attendance.

2. Consideration of and possible action to authorize a financial advisory contract with Mark McLiney now with Samco Capital Markets.
Mr. Viator read the agenda item.
Mr. McLiney addressed the Board informing them that he was representing Samco Capital Markets in his same capacity when he was with Southwest Securities. Mr. McLiney asked if the Board had any questions. Mr. Blackman recommended the Board approving Mr. McLiney as the District financial advisor going forward. Mr. Haney asked if Mr. McLiney would be allowed to take the District's files with him to his new position. Mr. McLiney assured the Board he would have everything necessary to represent the District.
Mr. Viator asked for a motion.
A motion was made by Mr. Groves and seconded by Mr. Beard to approve authorizing Mark McLiney, with Samco Capital Markets, as the District financial advisory contract. Motion carried. See attachment.

3. Consideration of and possible action regarding approval of Carroll & Blackman, Inc.'s Monthly Status Report concerning ongoing District projects.
Mr. Viator read the agenda item.
Mr. Scogin presented the monthly reports. The District and Allco, Ltd. representatives met to do a final inspection on Contract B. At this time the contractors are working on some items identified as deficient during inspection. Regarding Contract C the contractors rehabbed 479' of 6" and 8" sewer line and 172 of 16" sewer lines. Numerous manholes and service taps were also completed.
Mr. Viator asked for a motion.
A motion was made by Mr. Haney and seconded by Mr. Groves to approve Carroll & Blackman, Inc.'s Monthly Status Report concerning ongoing District projects, as presented. Motion carried. See attachment.

4. Consideration of and possible action regarding approval of Carroll and Blackman, Inc., monthly invoices for District projects as listed:
Invoice No. 21434 for Contract B – Cloverleaf & Tigerlake Lift Stations/Force Mains Project in the amount of \$4,415.00; Invoice No. 21435 Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of \$9,974.00; Invoice No. 21432 General Services regarding TWDB budget modifications in the amount of \$911.00. This is a TOTAL of **\$15,300.00**.
Mr. Viator read the agenda item.
Mr. Scogin presented the invoices. Mr. Blackman recommended payment of invoices.
Mr. Viator asked for a motion.
A motion was made by Mr. Inzer and seconded by Mr. Haney to approve the Carroll and Blackman, Inc., monthly invoices for District projects as listed:
Invoice No. 21434 for Contract B – Cloverleaf & Tigerlake Lift Stations/Force Mains Project in the amount of \$4,415.00; Invoice No. 21435 Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of \$9,974.00; Invoice No. 21432 General Services regarding TWDB budget modifications in the amount of \$911.00. This is a TOTAL of **\$15,300.00**, as presented. Motion carried. See attachment.

5. Consideration of and possible action regarding Carroll & Blackman, Inc.'s monthly invoice for the additional sanitary sewer line rehabilitation that was added to Contract C in the amount of **\$7,942.13**.

Mr. Viator read the agenda item.

Mr. Blackman recommended payment of invoice.

Mr. Viator asked for a motion.

A motion was made by Mr. Haney and seconded by Mr. Groves to approve Carroll & Blackman, Inc.'s monthly invoice for the additional sanitary sewer line rehabilitation that was added to Contract C in the amount of **\$7,942.13**, as presented. Motion carried. See attachment.

- 6. Consideration of and possible action regarding Carroll & Blackman, Inc.'s monthly invoice for the services related to the FM 105 Water Line Replacement/Repair, in the amount of **\$4,054.50**.

Mr. Viator read the agenda item.

Mr. Blackman recommended payment of this invoice.

Mr. Viator asked for a motion.

A motion was made by Mr. Haney and seconded by Mr. Inzer to approve Carroll & Blackman, Inc.'s monthly invoice for the services related to the FM 105 Water Line Replacement/Repair, in the amount of **\$4,054.50**, as presented. See attachment.

- 7. Consideration of and possible action regarding T. Construction LLC., Payment Request No. 18 for Construction Contract TWDB No. 72129-SRF-3358-02 – Contract C – Sanitary Sewer Rehabilitation Project in the amount of **\$70,166.41**.

Mr. Viator read the agenda item.

Mr. Blackman recommended payment of this invoice.

Mr. Viator asked for a motion.

A motion was made by Mr. Inzer and seconded by Mr. Groves to approve T. Construction LLC., Payment Request No. 18 for Construction Contract TWDB No. 72129-SRF-3358-02 – Contract C – Sanitary Sewer Rehabilitation Project in the amount of **\$70,166.41**, as presented. Motion carried. See attachment.

- 8. Consideration of and possible action regarding Change Order #3 for the Contract C - Sanitary Sewer Rehabilitation Project for an amount of **\$123,269.75**.

1. 300' of open cut sewer line on Tannahill Street under pipelines	\$61,200.00
2. Repair of damaged 8" water line on Filmore & FM 105	\$19,548.75
3. Additional asphalt replacement per TxDot requirements	\$47,840.00
4. Additional Extra strength concrete per TxDot requirements	<u>\$ 3,381.00</u>
SUBTOTAL	\$131,969.75
5. Delete 300' of pipe bursting	(8,700.00)
TOTAL OF CHANGE ORDER	\$123,269.75

Mr. Viator read the agenda item.

Mr. Scogin presented the Change Order.

Mr. Blackman addressed the scenario of the contractors breaking the water pipe. He went on to explain the recommended repair the District and contractors have agreed upon. The District will share in the cost of repair to include extra valves and an upgraded repair to the water line.

Mr. Blackman recommended approving this Change Order.

Mr. Viator asked for a motion.

A motion was made by Mr. Beard and seconded by Mr. Haney to approve the Change Order #3 for the Contract C - Sanitary Sewer Rehabilitation Project for an amount of **\$123,269.75**, as presented. Motion carried. See attachment.

- 9. Consideration of and possible action regarding approval/amendments to the minutes of the February 16, 2015 regular meeting.
Mr. Viator read the agenda item.
Mr. Viator asked for a motion.
A motion by Mr. Haney and seconded by Mr. Beard to approve the minutes of the February 16, 2015 regular meeting, as presented. Motion carried.

- 10. Board Members comments.
Mr. Viator read the agenda item.
There were no Board comments.


- 11. Consideration of and possible action regarding General Manager's monthly status and financial report.
Mr. Viator read the agenda item.
Mr. Blackman reported on the ongoing topics of his Manager's report. Mr. Blackman would like for Rick Masters, of Carroll & Blackman, Inc., and Mr. LeJune will have a GIS presentation at the next Board meeting. The topic of sewer only accounts has had favorable progress. The Billing rate study is continuing. The only new topic is the District is advertising for field service technicians. The District is requiring the applicant have a water or sewer license. The Board asked if management will hold to this requirement, if a good application is received. Both Mr. LeJune and Mr. Blackman stated they do not believe they will get 3 applicants with licenses.
Ms. Serres presented the financial reports.
Mr. LeJune presented the field 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. Motion carried. See attachment.

- 12. 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. Groves and seconded by Mr. Inzer to approve the payment of the District's monthly bills, as presented. Motion carried. See attachment.

- 13. Adjournment
A motion was made by Mr. Inzer and seconded by Mr. Beard to adjourn the meeting. Motion carried.
The meeting adjourned at 6:52 P.M.



Robert Viator, President



Tim Beard, Secretary