

BOARD OF DIRECTORS

ORANGE COUNTY WATER CONTROL
& IMPROVEMENT DISTRICT NO. 1

MINUTES OF EMERGENCY MEETING

Emergency Meeting Minutes Hurricane Harvey Disaster

September 4, 2017 – 4:00 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

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 Viator called meeting to order at 4:00 p.m.

ANNOUNCE THE PRESENCE OF A QUORUM

President Viator announced the presence of a quorum.

MEMBERS PRESENT

President Viator, Secretary Beard, Director Groves, and Director Haney were present. Vice President Inzer joined meeting later.

STAFF PRESENT

General Manager Norman Blackman, Director of Finance and Office Operations Chris Serres, and Operations Manager David LeJune were present.

INVOCATION AND PLEDGES

Secretary Beard gave the invocation and Director Haney led the Pledge.

MEETING AGENDA

1. Receive a report from the General Manager and staff regarding the damage and recovery process from Hurricane Harvey.

Norman reported on paying of employees – Everyone will be paid through September 10, 2017.

Reward in some form? Bonus

FEMA:

Norman Blackman reported that an EPA representative called and let Norman know we would be finding out soon who our EPA representative is. The other thing he told Norman about was FEMA. He had worked the big disasters such as Katrina and something else in New York. He stated that FEMA is going to have plenty of money but you have to document everything just the way they want it documented, don't go spending money before you get their approval, and if you don't have it in the order they want it, they won't even pay you. The EPA guy said that once you find out who your FEMA coordinator is, you need to go visit with him or her and learn exactly what it is they require.

- FEMA AND CORPS OF ENGINEERS:

- Coordinate with the Texas Emergency Management and Assistance Team assigned to help the District

David LeJune and Norman Blackman met with the City of Vidor this morning. They had a 9:00 a.m. staff meeting that turned into at the last minute a Texas Emergency Management and Assistance Team, a new Texas based disaster relief sort of program just now rolling out with this storm. Secretary Beard asked if it was funded by the State. Norman stated yes, the State.

- Get Corps of Engineers to assess damage to water/sewer systems

The guys that were down here with a lot of information about the program and were the ones that told him about with the respect of water and sewer, they can bring in the Corps of Engineers and they will go out and asses all of the lift stations, the treatment plant and figure out what it will take to get it back running, help us get it to run.

- Inquire as to whether of not Corp will help with FEMA filings

The Texas Emergency Management and Assistance Teams will be funded by FEMA automatically. He stated that it may turn out to be a whole lot easier than they thought it would be to get this done.

- Lift Stations:

- Access Update

David LeJune and Norman had discussed whether or not to keep pumping knowing it will pile up at the treatment plant. The EPA guy confirmed it would be better to continue to pump to the plant, get it out of the populated area, if it overflows there, and they know it will, it is better than overflowing in the streets.

West Davis Lift Station handles all of the middle part of town, did not flood, so they think just a generator is going to get that lift station going. We have a portable generator and they are going to wire it up and start pumping water to the treatment plant.

Cloverleaf Lift Station, which is another line that goes clear across town. David LeJune stated he did not think it got flooded. Norman stated he doesn't think that stuff got wet so we can service that one and maybe get it going again.

Tiger Lake Lift Station is another one that has a force main that goes all the way to the treatment plant. It got completely flooded out, could not get in there today.

- Norman/David to find a boat to access lift stations:

Tried to find a boat to get in there, but were not successful. They have a line on a boat for tomorrow morning.

- Cloverleaf – They can get into this lift station, they brought a couple of generators out there earlier.

- Tiger Lake – They still cannot get in there. They spoke with some guys close to this site and they said it was still about 4 feet deep back in there.

- Craig St. - David stated they can get in there now. Norman asked him how deep it got, do we know. David stated that it did get in the control panel. Craig St. is a submersible pump lift station, so if it had not got in the control panel it would be okay.

Then Lower Lift which is right at the entrance drive to the treatment plant, pumps straight to the plant.

Texas St. Lift Station also flows straight to the treatment plant.

If they can get those lift stations running, then they can start putting other lift stations on line.

Secretary Beard asked if we had any guess what would be involved after the water goes down at the wastewater plant, what is involved that we lost a lot of equipment. Norman Blackman stated lots of big motors, the uv disinfection system is underwater. They have contacted David Jackson with Assertive Electric to do assessments on the motors, etc. David Jackson will assess the control panels. He said a lot of them could be salvaged if they can get in and dry them out.

Once the water goes down, we are weeks away from being up and running.

T.C.E.Q. Notifications:

- Unauthorized Discharge Notifications

Norman Blackman informed the Board that he needs to get with T.E.C.Q. on notifications for unauthorized discharge and where we stand with the wastewater treatment plant repairs.

- Call Ron Hebert regarding

- LPSS units being brought back on line once power is restored.
The only problem with that is that we have so many grinder pumps in our system that if it were entirely a grinder pump system it wouldn't be a problem, when the lights came back on everything would be pumping at the same time and would slow down at first and then it would catch up. The LPSS system area pumping into a gravity system, which is not going anywhere, so he doesn't know what to do about it. We have too many to go out and find every one and cut them off and of course people aren't going to like the fact they can't pump.

Norman thinks he wants to call the T.E.C.Q. for advice.

- LJA Engineering:

- Discuss possible assistance with FEMA, etc. – Documentation is key element

Norman stated that he did not know what role they may have, but he needs to be able to call them in as he needs them to help us with some of these things. May not need them as much since the Corps is involved but they have good connections with FEMA from prior work with getting FEMA monies processed and approved.

- Generator at West Davis Lift Station – need specs on power requirements; should already have designs for generator at that lift station

They now have the generator on the way so don't need to discuss that.

- Billing:

- Billing for sewer – Customers were without sewer for approximately two weeks
- Will check on possible reimbursement from FEMA for any loss of revenue on sewer billing

2. Consideration and possible action regarding emergency measures to be taken by the District to proceed in the Hurricane Harvey recovery process.

Norman stated he didn't know quite what to do about billing. We have gotten the readings for the last month's usage. Could not bill, we were down, did not have internet or anything. The readings are prior to the storm. We are going to bill for prior months usage.

For month the storm hit till the end of this period put an agenda item on the meeting to discuss and decide on next month's billing and payment plans.

There were several options discussed for billing for the month of the storm:

Bill this month 45 days, 0 out next month

Bill for actual amount used but forgive the revenue note payment

Delayed billing – send bill with delayed due date, next month's meeting decide


Bill 30 days later than usual – Can we do it legally?

Delay sending billing until next month's Board meeting

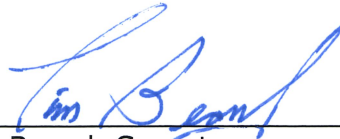
A motion was made by Secretary Beard and seconded by Director Haney to send out current bills with 45 day payment terms. President Viator voted Nay, all others voted Aye.

3. Adjournment.

A motion was made by Vice President Inzer and seconded by Director Haney to adjourn. Time adjourned 6:10 p.m.



Robert Viator, President



Tim Beard, Secretary