



Meeting Minutes

January 16, 2012– 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-absent Director
Guy Groves-absent Director

Staff present:

Darlene Jackson General Manager
David LeJune Operations Manager
Karen Sampson Office Manager
Chris Serres Financial Director

Others present: Larry Hunter, Provost Umphrey Law Firm; Phillip Hotzen, Carroll & Blackman Consulting Engineers, Inc.; Calvin Prosen, Arceneaux & Gates Consulting Engineers, Inc.; George Garza, Vidor Vidorian; Ernest Bayard, and Frank Inzer.

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

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

INVOCATION & PLEDGE OF ALLEGIANCE

Invocation offered by Tim Beard, and pledges led by Robert Viator.

CITIZEN COMMENTS

1. Citizens comment

None

2. Consideration of acceptance of the resignation of Guy Groves as a Director of the Orange County Water Control & Improvement District No. 1 Board.

Motion by Billy Perkins and seconded by Tim Beard to accept the resignation of Guy Groves as a Director of the Orange County Water Control & Improvement District No. 1 Board, as presented. Motion carried.

For: Billy Perkins, Tim Beard and Robert Viator.

Opposed: None

3. Consideration of approval/amendments to the minutes of the December 6, 2011 special meeting and December 12, 2011, regular meeting.

Motion by Tim Beard and seconded by Billy Perkins, to approve the minutes of the December 6, 2011 special meeting and December 12, 2011, regular meeting, as presented. Motion carried.

For: Tim Beard, Billy Perkins, and Robert Viator.

Opposed: None

4. Consideration of District Manager's monthly status and financial report, and payment of the District's monthly bills.

Darlene Jackson, District Manager, presented a brief overview of the progress of current projects throughout the District. She reported that the project which entailed re-laying water lines in North Vidor is approximately 70% complete and that she is very pleased with the positive response from citizens regarding these improvements. Ms. Jackson then reported that another project currently underway is an unexpected project located on Alamo Street. It was reported to the District that a "sink hole" was forming on Alamo Street and upon further investigation it does appear that the ground is sinking. The lines around this sink hole area have been explored with a camera device but no determination was made as it appears the

lines are collapsed. She then stated that she would report back to the Board regarding this matter as more information is gathered. Ms. Jackson also stated she is of the opinion that the District may have to contract out the repairs to these lines which will have to go through the bid process. Darlene Jackson then informed the Board that the District is in the process of purchasing a new vehicle which is a budgeted item. She concluded the monthly status report stating that there are representatives in attendance from both the Wastewater Treatment Plant project and the Well #7 project who will be giving the Board status reports on each of these projects. Chris Serres then gave the financial reports regarding the monthly bills, the bank balances and the budget comparison report for the month. David LeJune presented the field report and the LPSS report. Darlene Jackson then inquired as to the possibility of going to a "Consent Agenda" format. A brief discussion followed with the Board of Directors stating that they would be amicable to implementing a "Consent Agenda" format.

Motion by Tim Beard and seconded by Billy Perkins, to approve the District Manager's monthly status and financial report, and payment of the District's monthly bills, as presented by Darlene Jackson, Chris Serres and David LeJune. Motion carried.

For: Tim Beard, Billy Perkins, and Robert Viator.
Opposed: None

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

Phillip Hotzen provided the Board with update pictures of progress of the Wastewater treatment plant.

Motion by Billy Perkins and seconded by Tim Beard to approve the Carroll & Blackman, Inc.'s monthly status report concerning ongoing District projects, as presented by Phillip Hotzen. Motion approved.

For: Billy Perkins, Tim Beard and Robert Viator.
Opposed: None

6. Consideration of approval of Carroll & Blackman, Inc.'s monthly invoices for District projects as listed:

Invoice #18937 for Wastewater Treatment plant in the amount of \$13,542.00; Invoice #18939 for Cloverleaf & Tiger Lake Lift Station/Force Main in the amount of \$3,160.00; and Invoice #18940 for Sanitary sewer collection system rehabilitation, in the amount of \$5,000.00, for a total of \$21,702.00.

Darlene Jackson recommended payment of the Carroll & Blackman, Inc.'s invoices as presented below.

Motion by Tim Beard and seconded by Billy Perkins, to approve the Carroll & Blackman, Inc.'s monthly invoices for District projects as listed:

Invoice #18937 for Wastewater Treatment plant in the amount of \$13,542.00; Invoice #18939 for Cloverleaf & Tiger Lake Lift Station/Force

Main in the amount of \$3,160.00; and Invoice #18940 for Sanitary sewer collection system rehabilitation, in the amount of \$5,000.00, for a total of \$21,702.00. Motion carried.

For: Tim Beard, Billy Perkins, and Robert Viator.

Opposed: None

7. Consideration of request for payment on Estimate #14 from Allco, Ltd., in the amount of \$269,118.10 for Construction Contract TWDB No. 72129-SRF-3358-02 – Waste Water Treatment Plant.

The Board asked Phillip Hotzen for his recommendation of payment of the Allco invoice as presented below.

Motion by Tim Beard and seconded by Billy Perkins, to approve the request for payment on Estimate #14 from Allco, Ltd., in the amount of \$269,118.10 for Construction Contract TWDB No. 72129-SRF-3358-02 – Waste Water Treatment Plant, as presented. Motion carried.

For: Tim Beard, Billy Perkins, and Robert Viator.

Opposed: None

8. Consideration of Arceneaux & Gates Consulting Engineers, Inc. monthly status report on Water well project.

Motion by Tim Beard and seconded by Billy Perkins, to approve the Arceneaux & Gates Consulting Engineers, Inc. monthly status report on Water well project, as presented by Calvin Prosen. Motion carried.

For: Tim Beard, Billy Perkins, and Robert Viator.

Opposed: None

9. Consideration of Arceneaux & Gates Consulting Engineers, Inc. monthly invoices for District water well project as listed: Invoice #13461 in the amount of \$5,775.00.

Motion by Billy Perkins and seconded by Tim Beard, to approve the Arceneaux & Gates Consulting Engineers, Inc. monthly invoices for District water well project as listed: Invoice #13461 in the amount of \$5,775.00, as presented by Calvin Prosen. Motion carried.

For: Billy Perkins, Tim Beard and Robert Viator.

Opposed: None

10. Consideration of Arceneaux & Gates Consulting Engineers, Inc., invoices for District water well project as listed: #13064-2, in the amount of \$75,986.64; #13121, in the amount of \$42,169.75; #13152, in the amount of \$29,880.00; #13195, in the amount of \$21,577.50; #13244, in the amount of \$8,610.00; #13289, in the amount of \$8,675.00; #13320, in the amount of \$6,107.50; for a total of \$193,006.39.

Motion by Billy Perkins and seconded by Tim Beard to approve Arceneaux & Gates Consulting Engineers, Inc., invoices for District water well project as

listed: #13064-2, in the amount of \$75,986.64; #13121, in the amount of \$42,169.75; #13152, in the amount of \$29,880.00; #13195, in the amount of \$21,577.50; #13244, in the amount of \$8,610.00; #13289, in the amount of \$8,675.00; #13320, in the amount of \$6,107.50; for a total of \$193,006.39, as presented by Calvin Prosen. Motion carried.

For: Billy Perkins, Tim Beard and Robert Viator.

Opposed: None

11. Consideration of Change Order No. 1, in the amount of \$3,019.00, regarding J&S Water Wells contract with Orange County Water Control & Improvement District No. 1.

Motion by Tim Beard and seconded by Billy Perkins to approve the Change Order No. 1, in the amount of \$3,019.00, regarding J&S Water Wells contract with Orange County Water Control & Improvement District No. 1, as presented. Motion carried.

For: Tim Beard, Billy Perkins, and Robert Viator.

Opposed: None

12. Consideration of J&S Water Wells invoice #3 for service provided for water well #7 test hole(s) & test well(s), in the amount of \$72,171.00

Motion by Billy Perkins and seconded by Tim Beard to approve the J&S Water Wells invoice #3 for service provided for water well #7 test hole(s) & test well(s), in the amount of \$72,171.00, as presented. Motion carried.

For: Billy Perkins, Tim Beard and Robert Viator.

Opposed: None

13. Consideration of an Order for Election of Directors for Orange County Water Control & Improvement District No. 1, and approval of a Notice of Election of Directors.

Motion by Tim Beard and seconded by Billy Perkins, to approve the Order for Election of Directors for Orange County Water Control & Improvement District No. 1, and approval of a Notice of Election of Directors. Motion carried.

For: Tim Beard, Billy Perkins, and Robert Viator.

Opposed: None

14. Consideration of approval of an Orange County Election Services Contract, and an Automark Lease Agreement for the May, 2010 election.

Motion by Billy Perkins and seconded by Tim Beard to approve the Orange County Election Services Contract, and an Automark Lease Agreement for the May, 2010 election, as presented. Motion carried.

For: Billy Perkins, Tim Beard and Robert Viator.

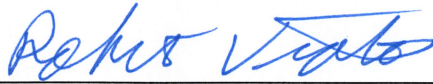
Opposed: None

15. Consideration of purchase of new vehicle.

Motion by Tim Beard and seconded by Billy Perkins to approve the \$16,285.00 bid for a 2012 F150 Regular cab pick-up truck. Motion carried.
For: Tim Beard, Billy Perkins, and Robert Viator.
Opposed: None

16. Adjournment.

Motion by Billy Perkins and seconded by Tim Beard to adjourn meeting.
Motion carried.
For: Billy Perkins, Tim Beard and Robert Viator.
Opposed: None



Robert Viator, President



Tim Beard, Secretary