



Meeting Minutes

January 21, 2013– 5:30 pm

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

Robert Viator-absentPresident
Billy PerkinsVice-President
Tim BeardSecretary
Percy Foreman-absent..... Director
Frank Inzer Director

Norman Blackman General Manager
David LeJune Operations Manager

Orange County Water Control Staff Present:

Darlene Jackson Past General Manager
Karen SampsonOffice Manager
Chris Serres..... Financial Director

Others present: Larry Hunter, Provost Umphrey Law Firm; Phillip Hotzen, Toby Davis and Jeff Scogin, Carroll & Blackman Consulting Engineers, Inc.; Calvin Prosen, Arceneaux & Gates Consulting Engineers, Inc.; George Garza, Vidor 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

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

INVOCATION & PLEDGE OF ALLEGIANCE

Frank Inzer offered the invocation and Billy Perkins led the pledges.

CITIZEN COMMENTS -None

1. Consideration of approval/amendments to the minutes of the regular meeting, and the December 17, 2012 regular meeting.

Mr. Perkins read the agenda item and called for a motion.

A motion was made by Tim Beard and seconded by Frank Inzer to approve the minutes of the December 17, 2012 regular meeting, as presented. All voted aye.

2. Consideration of District Manager's monthly status and financial report.

Mr. Perkins read the agenda item, and asked if Darlene was presenting, Darlene Jackson answered "no", at that time Norman Blackman stated "no, it's me this time". Norman went on to say that he had been on the job for three weeks, and although he had not learned everything, he had learned a lot. Norman stated that Darlene had the District in good shape. Norman goes on to state that he found that the staff was on top of things, everything was organized and in order. Our projects are going well, the rain is causing us some problems and delays, but, I will go into that a little later. Overall the District is in fine shape. Norman gave the floor to Chris Serres to present the financial reports to the Board. The first report is billing, our billing was up for the month of December. Tim Beard asks Chris to explain the adjustments; Chris told him those are adjustments on bills. An example of an adjustment would be a customer's water leak; the District would adjust the sewer portion of that bill. Norman asked Chris about the late fees, stating that they are included in the total of the adjustments. Chris stated that they were included. Chris went on to explain the bank account and interest reports, she asked if there were any questions. Norman commented on the low interest rates on all of our 15 accounts. Chris went on to go over the budget comparison. Norman stated that 6 months into our budget we were slightly in the black and Chris concurred. Tim Beard asked a question referring to the line item 5107, health insurance, Chris addressed his question. Chris then asked if the Board had any further questions. None were presented. At that time Chris gave the floor to David LeJune to present the field and LPSS reports. David gave the report on pumped and accounted for water amounts. The difference in the numbers leaves an 11.77% or unaccounted water. The amount of water treated at Oaklane Wastewater Treatment Plant had substantially increased from the previous month, Norman pointed out that this is a good indicator of our ongoing I & I problem. Norman went on to point out that the 11.77% is not as high as the national average and is an acceptable level. The Board looked over the LPSS report and had no questions.

Mr. Perkins asked for a motion.

A motion was made by Frank Inzer and seconded by Tim Beard to accept the District Manager's monthly status and financial report, as presented by Norman Blackman, Chris Serres and David LeJune. All voted aye.

3. Consideration of payment of the District's monthly bills.

Mr. Perkins read the item and asked Chris if this was hers to present. Chris Serres stated that this is a copy of all the checks written in the month of December. Tim Beard asked about a Munroe Answering Service invoice being due on November 11,

2012 and paid in December of 2012. Chris answered that it may have been a data entry error; she also stated that all bills are paid monthly.

A motion was made by Tim Beard and seconded by Frank Inzer to pay the District's monthly bills, as presented. All voted aye.

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

Mr. Perkins stated that Carroll & Blackman was up next. Norman Blackman stated that even though he was wearing a different hat, now, he would still be monitoring the treatment plant project. Norman stated he had not been on the site as much this month as before, mostly because of the rain. The project had been slowed significantly because of the wet weather, but there was progress being made every day. There were components that could be assembled under a cover and then install when the weather allows. Tim Beard laughingly asked if there was any mud at the site, Norman agreed there was quite a significant amount of water and mud. Norman handed out progress photographs, and explained the pictures. The contractors are continuing the work in the control building, even through the inclement weather. There has been electrical work completed and painting done, the floors are not installed, but lots of progress made toward completion. There has been work on stairways and handrails. Frank Inzer asked if, when the stairway was complete, anyone could go up to the top of the head works. Norman answered that was correct, and that it was a true vantage point for pictures. Norman pointed out there was a huge amount of electrical conduit stubbed out throughout the project and informed the Board that there is a tremendous amount of work involved. Norman went on to explain the UV disinfection unit. Norman stated that there are 20-25 lights in each unit. The lights are cleaned in an acid bath 2 to 3 times a week. There is also a sensor on the units that alerts when the light need to be cleaned. Norman went on to explain some technical details of the weirs, and the pyramids shaped dividers in the treatment plant. Overall the contractors are making progress, and doing a very good job. Larry Hunter asked about the erosion control plan. Norman explained that the Contractors have built an embankment for the roadway, and they will be bringing in more fill dirt. When it is all completed there will be a 3 to 1 slope with a three foot shoulder and then the roadway, it is designed to be able to mow and maintain the slope. At this time Jeff Scogin took over the presentation by handing each director a progress map of the Cloverleaf Treatment Plant Rehab and Force Mains. Approximately 1011' of force main was laid in December, the most current work is represented in red on the map, and the prior laid line is represented in green. The holiday and the rain has slowed the project, but still have made progress. While drilling a directional bore under Dogwood, the boring machine got stuck under the road. The contractors had to open the road to retrieve the head of the boring machine. The inspector is predicting opening Dogwood back up to traffic, without repairing the pavement, until later. The contractors will have rock and back fill along with stabilize material for a temporary fix of the road. Complete repair will be put off until the ground dries and can be paved completely. Meanwhile work has progressed to North DeWitt and will continue from there. Kansas City Southern is delaying the bore at the railroad, due to paperwork necessary to issue the permit. Asked if the contractors were having trouble with any other utilities, it is an ongoing problem. Norman commented that there were lots of utilities in the very narrow Right of Way

and he was very impressed with the way the line was being squeezed in among all the other utilities without damaging existing utilities. The contractors really know what they are doing. Mr. Inzer commented that the contractors were boring under all the driveways, Norman commented that that was not a requirement, but a real asset to the project. The cleanup has been delayed because of the weather. The inspector has had a few complaints from some residents, these are being addressed.

Jeff went on to report on Project C the rehab of sewer lines on Hwy 105 N. Carroll & Blackman staff and District staff have been working together to determine the location of existing taps and lines. Carroll & Blackman, Inc. is also consulting with TXDOT, to get input concerning the mains and service lines located in the middle of Main, on both sides of the street. CBI are making evaluations on the options discussed with TXDOT and plan another meeting to seek approval on the number of cuts that will be allowed to renew service taps. The surface of Main Street is comprised of very advanced material and cannot be repaired like a normal asphalt street. This will be costly and very labor intensive project. This will be the most difficult part of the project. Once the project gets to Filmore Street the lines are closer to the edge of the street and will be easier to rehab. Phillip Hotzen took the floor to report on the Water Well #4 Storage Tank. The tank is completed and will hopefully be in service within the next two weeks. The suction and discharge lines still have to be completed. A transducer will be installed in the tank to monitor water levels, and allow the SCADA system to recognize it and be able to turn on and off pumps as required to keep a certain water level. There is also a tie in to the existing 12" feed line. All tie ins will be done in accordance with required bacterial tests and disinfection of the tank and lines. The old tank and slab will be demolished.

Mr. Perkins asked for a motion on the item.

A motion was made by Frank Inzer and seconded by Tim Beard to approve the Carroll & Blackman, Inc. monthly status reports as presented by Norman Blackman, Jeff Scogin and Phillip Hotzen. All voted aye.

5. Consideration of approval of Carroll and Blackman, Inc., monthly invoices for District projects as listed:

Invoice #19641 for Project #6450 OCWC Well Site #4 GST in the amount of \$2,061.50; Invoice #19636 for Contract A – Wastewater Treatment Plant in the amount of \$7,478.00; Invoice #19637 for Contract B – Cloverleaf and Tiger Lake Lift Station/Force Main in the amount of \$14,325.00; Invoice #19638 – Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of \$54,720.00; Invoice #19640 – General Services in the amount of \$1,187.50; for a Grand Total of \$79,772.00.

Mr. Perkins read the item and asked for a motion.

Tim Beard asked Norman Blackman if all the work represented by the invoices had been completed to his satisfaction, Mr. Blackman assured him that it had, and he recommend payment of presented invoices.

A motion was made by Frank Inzer and seconded by Tim Beard to approve the above invoices submitted by Carroll and Blackman, Inc., for District projects in the amount of \$79,772.00. All voted aye.

6. Consideration of request for payment on Estimate #26 from Allco, Ltd., in the amount of \$105,914.37 for Construction Contract TWDB No. 72129-SRF-3358-02 – Wastewater Treatment Plant.

Norman Blackman addressed the invoice and recommended payment.

Tim Beard asked about the completion timeline. Norman's opinion was the contractor would need all the allotted days to finish the project. He does not feel that the treatment plant will be operational before April of 2013.

Mr. Perkins read the item and asked for a motion.

A motion was made by Tim Beard and seconded by Frank Inzer to approve the request for payment on Estimate #26 from Allco, in the amount of \$105,914.37. All voted aye.

7. Consideration of request for payment on Estimate #3 from Allco, Ltd., in the amount of \$247,291.06 for Construction Contract TWDB No. 72129-SRF-3358-02 – Contract B - Cloverleaf & Tiger Lake Lift Stations and Force Mains.

Jeff Scogin addressed this invoice, stating the payment amount includes 560' of open cut on the 16" force main, 70' of driveway bores and 381' of directional boring. This also includes material on hand in December of 2012.

Mr. Perkins read the item and asked for a motion.

A motion was made by Tim Beard and seconded by Frank Inzer to approve the payment Estimate #3 from Allco, in the amount of \$247,291.06. All voted aye.

8. Consideration of request for payment on Estimate #3 from Placo, Ltd., in the amount of \$96,206.90 for Water Well #4 – Ground Storage tank Rehabilitation Project.

Phillip Hotzen this invoice reflects some mobilization costs, 98% on construction of storage tank and installation of one 10" and one 12" gate valves.

Mr. Perkins read the item and asked for a motion.

A motion was made by Frank Inzer and seconded by Tim Beard to approve request for payment on Estimate #3 from Placo, Ltd., in the amount of \$96,206.90. All voted aye.

9. Consideration of Arceneaux & Gates Consulting Engineers, Inc. monthly status Report on water well project

Calvin Prosen presented a handout to the Board

Contract #4 pertains to the map handout the green is newly laid line and the orange is prior line laid. The casing pipe has finally been delivered and the contractors have put the casing and carrier pipe together. The contractor has a fusing machine inoperable and the weather has not been conducive to laying water line. That represents 800' to 1000' of bores that hope to be completed this week. They will be starting on the pressure testing on the line. Mr. Perkins commented that there is a test meter around Myrtle Street. Calvin stated it was for the contractors to fill the line with water in order to bleed the lines and remover the air out of the lines. The

contractors suggested testing the entire line in two sections; Calvin told them to test in smaller sections. Calvin wants to test pressure up against the valves. Frank Inzer asked what the pressure they would be for testing, Calvin answered it would be 150 psi. The normal pressure will be around 70 pounds, system pressure plus. The pipe is high pressure rated to take into account surges in the system. The state minimum requirement is 150 psi pipe. All the road bore crossings are installed to serve the north side of Hwy 1132 in the future. The crossing pipe is in casing from the south ditch line to the north ditch line. The crossings will be identified on the construction maps and there is a wire line on the piping. Calvin informed the Board of a call from Mrs. Julie Weldon, of 755 Hwy 1132. She had called to complain about water standing in the ditch at N Tram Road and Hwy 1132. Calvin went to the site to assess the problem. Calvin stated the standing water is due to Orange County Drainage District and TXDOT issues. Norman stated that the construction project is not responsible for any substantial drainage problems at this area, and Calvin concurred.

Mr. Perkins read the item and asked for a motion.

A motion was made by Tim Beard and seconded by Frank Inzer to approve the Arceneaux & Gates Consulting Engineers, Inc. monthly status report, as presented by Calvin Prosen. All voted aye.

10. Consideration of Arceneaux & Gates Consulting Engineers, Inc. monthly invoices: Invoice #13749, in the amount of \$21,960.00, and Invoice #13750 in the amount of \$5,550.00 for Water Well #7 Project for a total of \$27,510.00.

Mr. Perkins read the item and asked for a motion. Frank Inzer asked of Norman if he recommended payment, Norman answered that he did.

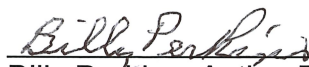
A motion was made by Frank Inzer and seconded by Tim Beard to approve the Arceneaux & Gates Consulting Engineers, Inc. monthly invoices in the amount of \$27,510.00. All voted aye.

11. Adjournment

Mr. Perkins called for a motion.

A motion was made by Frank Inzer and seconded by Tim Beard to adjourn the meeting. All voted aye.

The meeting adjourned at 6:50 P.M.



Billy Perkins, Acting President



Tim Beard, Secretary