



Meeting Minutes

March 18, 2013– 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.....	Director
Frank Inzer	Director
Norman Blackman	General Manager
David LeJune	Operations Manager
Chris Serres.....	Financial Director

Others present: Larry Hunter, Provost Umphrey Law Firm; Phillip Hotzen, Toby Davis and Jeff Scogin of Carroll & Blackman Consulting Engineers, Inc.; Calvin Prosen, Arceneaux & Gates Consulting Engineers, Inc.; George F. Garza Sr., Vidor Vidorian; Mike Kunst, City of Vidor City Manager; Ernest Bayard, M&E Farm;

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

Frank Inzer offered the invocation and Percy Foreman led the pledges.

CITIZEN COMMENTS

1. Consideration of approval/amendments to the minutes of the February 18, 2013 regular meeting.

Mr. Viator read the item, and asked for a motion.

A motion was made by Percy Foreman and seconded by Billy Perkins to approve the minutes of the regular meeting, and the February 18, 2013 regular meeting.

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

Mr. Viator read the item.

Norman stated that we did not have any outstanding problems. The District was recognized in the Vidorian for their cooperation in aiding the Fire District on February 22, 2013. There was a large fire in downtown Vidor and the District provided a larger than normal water pressure to assist the Fire District in extinguishing the blaze. David LeJune worked late into the night monitoring our SCADA system to provide higher water pressure than normal. Mr. Blackman went on to say that this incident led the District to look into some variable speed drives on all our wells, and we will have one on the new well also. The Methodist Church also mailed letters in to thank the District for its efforts in saving their buildings from the fire. The District plans to have a meeting with the Fire District to analyze the fire and what the District can do to help provide water for future fires. Mr. Blackman went on to state that he had a meeting with the new city manager to discuss Conn Park. The city will grant an easement to the District to install a water meter to provide water to the Bar B Que festival held on part of that property. Mr. Blackman gave some information to the Board regarding GIS (Geographic Information Systems). He stated the Appraisal District had their new aerials and that the District has the opportunity to take advantage of that technology in developing our GIS. Mr. Blackman also informed the Board he is working with the Fire District on updating our fire hydrant policy. He has also met with Commissioner Jody Crump.

Mr. Blackman informed the Board of some sewer only accounts that we are going to be addressing. There are some water meters issues that need to be addressed. These are old electronic meters located in the back of homes, they are not currently picking up on our meter reading devices. We have to send a second service person to get a reading, which slows the process. It also takes valuable time away from other issues.

Chris Serres presented the financial reports. Ms Serres informed the Board of a new bank account for Project B retainage. Mr. Viator stated that he is still unhappy with interest we are earning on our bank accounts. Mr. Inzer pointed out that it is the type of accounts that are required. Mr. Blackman stated that the accounts are all collateralized. David LeJune presented the Field and LPSS reports. The Board asked about the amount of water used on the before mentioned fire. Mr. LeJune stated the Fire District sends a monthly report on water used.

Mr. Viator asked for a motion, if there were no more questions.

A motion was made by Billy Perkins and seconded by Frank Inzer to approve the General Manager's monthly status and financial report, as presented by Norman Blackman, Chris Serres and David LeJune. All voted aye. See attachments.

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

Mr. Viator read the item.

Mr. Viator asked about an invoice to Card Service Center, Ms. Serres stated these are cards that the District uses for various charges for training and travel.

A motion was made by Percy Foreman and seconded by Frank Inzer to approve the District's monthly bills, as presented. All voted aye. See attachment.

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

Mr. Viator read the agenda item.

Phillip Hotzen presented the progress photos of the Wastewater Treatment Project. Mr. Blackman informed the Board that the projected timeframe to start filling the Aeromod unit with water in mid April. It will take several weeks to fill the plant and do the required testing. The plant should be operational around the first of June. While the testing is being done, the crews will be finishing many other components of the plant. Jeff Scogin presented the report on Project B. there are still some bores to complete on the south side of IH 10. The permit for the railroad crossing with Kansas City Southern is complete. The contractor is waiting on the Union Pacific permit to finalize. The contractors are working on the North side of IH 10, laying 16" force main line on Chestnut and Ferndale. The contractors are also starting some construction on N Hwy 105. There is also a large bore to be done at Oaklane and Ferndale where the Kinder Morgan Pipeline is located and also bore under Tiger Creek. The TXDOT permit is in place for the work on Hwy 105, we will contract TXDOT at the time of construction. Jeff Scogin reported on Project C, Sanitary Sewer Rehab. He stated that the engineers are finishing the plans and design work. We are in the process of finishing the last of the field work. We have been working with the District on any last minute clarifications. CBI is hoping to send the plans to the Water Development Board for review by the end of March 2013.

Mr. Viator asked for any other questions. He then asked for a motion.

A motion was made by Billy Perkins and seconded by Frank Inzer. All voted aye. See attachment.

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

Invoice #19754 for Project 6282, General Services, in the amount of \$540.50; Invoice #19755 for Project #6450 OCWC Well Site #4 GST in the amount of \$2,300.00; Invoice #19751 for Contract A – Wastewater Treatment Plant in the amount of

\$4,514.00.; Invoice #19752 for Contract B – Cloverleaf and Tiger Lake Lift Station/Force Main in the amount of \$15,875.00; Invoice #19753 – Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of \$40,000.00; for a Grand Total of **\$63,229.50**.

Mr. Viator read the agenda item and asked of Mr. Blackman for a recommendation to pay the invoices. He then asked for a motion.

A motion was made by Percy Foreman and seconded by Frank Inzer to approve payment of the invoices, as presented. All voted aye. See attachments.

6. Consideration of request for payment on Estimate #28 from Allco, Ltd., in the amount of \$107,905.25 for Construction Contract TWDB No. 72129-SRF-3358-02 – Wastewater Treatment Plant.

Mr. Viator read the agenda item.

Phillip Hotzen recommended payment. He stated the contractors had worked on, or had completed work on the following: concrete paving; head work structure; installing equipment in the Aeromod unit; Aeromod equipment storage room; blower piping and headers coming out of the blowers; flow measurement in the UV basin; slab under the dewatering cover; polymer system; office and control buildings; installing electrical around the plant; and, the non potable water system and the distribution system for the non potable system.

Mr. Viator asked if Mr. Hotzen recommended payment of the invoice. He then asked for a motion.

A motion was made by Tim Beard and seconded by Billy Perkins to approve payment of the invoice, as presented. All voted aye. See attachments.

7. Consideration of request for payment on Estimate #5 from Allco, Ltd., in the amount of \$91,761.43 for Construction Contract TWDB No. 72129-SRF-3358-02 – Contract B - Cloverleaf & Tiger Lake Lift Stations and Force Mains.

Mr. Viator read the agenda item. He then asked for a motion.

Jeff Scogin presented the invoice, and recommended payment.

A motion was made by Billy Perkins and seconded by Frank Inzer to approve the payment of the invoice, as presented. All voted aye. See attachments.

8. Consideration of request for payment on Estimate #5 from Placo, Ltd., in the amount of \$2,710.00 for Water Well #4 – Ground Storage tank Rehabilitation Project.

Mr. Viator read the agenda item.

Phillip Hotzen informed the Board that the only item left to do is to demolish the old water tank.

A motion was made by Billy Perkins and seconded by Frank Inzer to approve payment of the invoice, as presented. All voted aye. See attachments.

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

Mr. Viator read the agenda item.

Calvin Prosen presented the Arceneaux & Gates Consulting Engineers, Inc. monthly status Report on water well project

Project status is about 72.5% complete, based on the billing. Notice to proceed was issued on March 15, 2013 for the Water well project. Construction time will start on March 25, 2013. Pre-construction on Contract #3 the Elevated Tank will be scheduled for March 19, 2013. Contract #4, water line extension Phase I, is nearing completion, the contractors have clean up and final pressure testing. The design is complete on Contract #5, water line extensions Phase II. Plans and specifications will be submitted to TCEQ for an expedited review.

A motion was made by Frank Inzer and seconded by Percy Foreman to approve payment of the invoices, as presented. All voted aye. See attachments.

10. Consideration of Arceneaux & Gates Consulting Engineers, Inc. monthly invoice: Invoice #13802, in the amount of \$12,910.00, for Water Well #7 Project.

Mr. Viator read the agenda item and asked of Mr. Blackman for a recommendation to pay the invoices. He then asked for a motion.

A motion was made by Frank Inzer and seconded Percy Foreman by to approve payment of the invoice, as presented. All voted aye. See attachments.

11. Consideration of Pay Estimate No.6 for Water Line Extension, Contract 4, in the amount of \$138,551.62, to Placo, Ltd.

Mr. Viator read the agenda item and asked of Mr. Blackman for a recommendation to pay the invoices. He then asked for a motion.

Calvin pointed out that Arceneaux and Gates is verifying the quantities of 16" PVC water line on line No 4 of the monthly progress payment No. 6, he assured the Board that they would make sure the numbers are correct. There will be a final reconciliation at the end of the project.

A motion was made by Billy Perkins and seconded by Frank Inzer to approve payment of the invoice, as presented. All voted aye. See attachments.

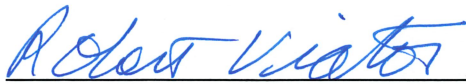
12. Consideration, approval and execution of a 2013 Amended and Restated Information and Designation of Boundaries of Orange County Water Control and Improvement District No. 1 document with accompanying map or plat for recording with the as provided by Section 49.455 of the Texas Water Code.

Larry Hunter presented the map that will be filed with the Orange County Clerk's office. Percy Foreman asked if the CCN coordinates with the District boundaries. Mr. Foreman wanted to make sure that we can serve all the customers in our District.

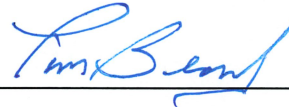
13. Adjournment

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

Meeting adjourned at 7:07 P.M.



Robert Viator, President



Tim Beard, Secretary