



## Meeting Minutes

January 20, 2014– 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  
Karen Sampson ..... Office Manager  
Chris Serres-absent ..... Financial Director

Others present: Larry Hunter, Provost Umphrey Law Firm; Toby Davis and Jeff Scogin, Carroll & Blackman Consulting Engineers, Inc.; Calvin Prosen Arceneaux & Gates Consulting Engineers, Inc.; Ernest Bayard, Citizen

*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 called the meeting to order, with a quorum present.

### INVOCATION & PLEDGE OF ALLEGIANCE

Mr. Inzer offered the invocation and Mr. Perkins led the pledges.

### MEETING AGENDA

1. Citizen comments.

Mr. Ernest Bayard was present, he had no comments. He thanked the Board.

2. Consideration of Carroll & Blackman, Inc.'s Monthly Status Report concerning ongoing District projects.

Mr. Viator read the agenda item.

Mr. Davis presented the report for Contract A, the Wastewater Treatment Plant. He informed the Board that there are some final items to be completed. There has been an issue with the centrifuge. Mr. Blackman gave accolades to Rayford Ackley, our Plant Operator, for diligently working to find the answer to the problem.

Mr. Davis and Mr. Scogin presented progress pictures for Contracts A, B, and C. Mr. Scogin also presented progress maps for Contracts B & C. Mr. Scogin reports that the bore at IH 10 will be starting on January 27, 2014 and is scheduled to be completed by March, 2014.

Mr. Viator asked for any further questions of the Board. No questions were asked. Mr. Viator asked for a motion.

A motion was made by Mr. Inzer and seconded by Mr. Beard to approve Carroll & Blackman, Inc.'s Monthly Status Report concerning ongoing District projects, as presented by Mr. Davis and Mr. Scogin. Motion carried. See attachment.

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

Invoice #20453 for Contract A – Wastewater Treatment Plant in the amount of \$3,032.00; Invoice #20454 for Contract B – Cloverleaf and Tiger Lake Lift Station/Force Main in the amount of \$7,007.50; Invoice #20455 – Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of \$26,148.00 for a Grand Total of **\$36,187.50**.

Mr. Viator read the agenda item.

Mr. Viator asked for questions of the Board, none were asked, Mr. Viator asked for a motion.

A motion was made by Mr. Perkins and seconded by Mr. Inzer to approve the Carroll and Blackman, Inc., monthly invoices for District projects as listed:

Invoice #20453 for Contract A – Wastewater Treatment Plant in the amount of \$3,032.00; Invoice #20454 for Contract B – Cloverleaf and Tiger Lake Lift Station/Force Main in the amount of \$7,007.50; Invoice #20455 – Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of \$26,148.00 for a Grand Total of **\$36,187.50**, as presented. Motion carried. See attachments.

4. Consideration and possible action on request for payment on Estimate #39 from Allco, Ltd., in the amount of \$14,610.42 for Construction Contract TWDB No. 72129-SRF-3358-02 – Contract A Wastewater Treatment Plant.

Mr. Viator read the agenda item.

Mr. Blackman presented this invoice.

Mr. Viator asked for questions of the Board, none were asked, Mr. Viator asked for a motion.

A motion was made by Mr. Beard and seconded by Mr. Inzer to approve request for payment on Estimate #39 from Allco, Ltd., in the amount of \$14,610.42 for Construction Contract TWDB No. 72129-SRF-3358-02 – Contract A Wastewater Treatment Plant, as presented. Motion carried. See attachment.

5. Consideration of request for payment on Estimate #15 from Allco, Ltd., in the amount of \$79,345.19 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.

Mr. Scogin presented this invoice.

Mr. Viator asked for questions of the Board, none were asked, Mr. Viator asked for a motion.

A motion was made by Mr. Foreman and seconded by Mr. Beard to approve the payment on Estimate #15 from Allco, Ltd., in the amount of \$79,345.19 for Construction Contract TWDB No. 72129-SRF-3358-02 – Contract B - Cloverleaf & Tiger Lake Lift Stations and Force Mains, as presented. Motion carried. See attachment.

6. Consideration of request for payment on Estimate #4 from T. Construction LLC., in the amount of \$340,841.45 for Construction Contract TWDB No. 72129-SRF-3358-02 – Contract C – Sanitary Sewer Rehabilitation Project.

Mr. Viator read the agenda item.

Mr. Scogin presented this invoice.

Mr. Viator asked for questions of the Board, none were asked, Mr. Viator asked for a motion.

A motion was made by Mr. Perkins and seconded by Mr. Foreman to approve the payment on Estimate #4 from T. Construction LLC., in the amount of \$340,841.45 for Construction Contract TWDB No. 72129-SRF-3358-02 – Contract C – Sanitary Sewer Rehabilitation Project, as presented. Motion carried. See attachment.

7. Consideration of Change Order No. 5 regarding TXDOT requirements for traffic control at the IH 10 crossing in Construction Contract TWDB No. 72129-SRF-3358-02 – Contract B - Cloverleaf & Tiger Lake Lift Stations and Force Mains, changing the contract amount from \$4,811,512.75 to \$4,833,678.75, for an increase of **\$22,166.00**.

Mr. Viator read the agenda item.

Mr. Davis presented this change order. Mr. Davis informed the Board that Carroll & Blackman Consulting Engineering, Inc. engaged the engineering firm for the traffic control plan, so their firm will be invoicing the District separately for that service.

Mr. Viator asked for questions of the Board, none were asked, Mr. Viator asked for a motion.

A motion was made by Mr. Foreman and seconded by Mr. Inzer to approve Change Order No. 5, regarding TXDOT requirements for traffic control at the IH 10 crossing in Construction Contract TWDB No. 72129-SRF-3358-02 – Contract B - Cloverleaf & Tiger Lake Lift Stations and Force Mains. This motion references the change in the amount of the Change Order #5, originally approved on November 18, 2013 in the amount of \$26,620.00, to the new amount of \$22,166.00, which takes the original contract amount from \$4,811,512.75 to \$4,833,678.75, for an increase of \$22,166.00. Motion was approved as presented. Motion carried. See attachment.

8. Consideration of Arceneaux & Gates Consulting Engineers, Inc. Monthly Status Report on Water Well, Elevated Tank, and Transmission Lines Projects.

Mr. Viator read the agenda item.

Mr. Prosen presented the report. Mr. Prosen reported that the bore at Hwy 1132 is complete. There is a problem at the Hwy 12 & Burt Street bore. There were two pipelines in the area. At the site of the proposed bore there is a Targa pipeline at a depth of approximately 11 foot, another active pipeline is at a depth of approximately 6 foot, and, an abandoned Targa pipeline in the middle. The information given at the time of engineering was incorrect, and now has to be addressed. This will result in changes in piping and increased prices for the changes that have to be made in order to bore underneath all the pipelines.

Mr. Prosen presented progress pictures of Well #7, the Elevated Storage Tank and the Transmission Lines Projects. Mr. Prosen had information on the pumps at Water Well #7. There are cracks in the housing

Mr. Viator asked for questions of the Board, none were asked, Mr. Viator asked for a motion.

A motion was made by Mr. Inzer and seconded by Mr. Foreman to approve the Arceneaux & Gates Consulting Engineers, Inc. Monthly Status Report on Water Well, Elevated Tank, and Transmission Lines Projects, as presented. Motion carried. See attachment.

9. Consideration and possible action of Arceneaux & Gates Consulting Engineers, Inc. monthly invoices: Invoice #14175 in the amount of \$21,420.00 for Water Well #7 Project.

Mr. Viator read the agenda item.

Mr. Prosen presented this invoice.

Mr. Viator asked for questions of the Board, none were asked, Mr. Viator asked for a motion.

A motion was made by Mr. Beard and seconded by Mr. Inzer to approve the Arceneaux & Gates Consulting Engineers, Inc. monthly invoices: Invoice #14175 in the amount of \$21,420.00 for Water Well #7 Project, as presented. Motion carried. See attachments.

10. Consideration and possible action on request for payment of Estimate No 9 for Contract No. 2 - Water Well #7 in the amount of \$85,577.44 to T.Johnson Industries, Inc.

Mr. Viator read the agenda item.

Mr. Prosen presented the invoice.

Mr. Viator asked for questions of the Board, none were asked, Mr. Viator asked for a motion.

A motion was made by Mr. Foreman and seconded by Mr. Beard to approve the payment of Estimate No 9 for Contract No. 2 - Water Well #7 in the amount of \$85,577.44 to T.Johnson Industries, Inc., as presented. Motion carried. See attachment.

11. Consideration and possible action on request for payment of Estimate No 6 for Contract No. 3 – 500,000 gallon Elevated Storage Tank in the amount of \$45,180.00 to Landmark Structures LLP.

Mr. Viator read the agenda item.

Mr. Prosen presented the invoice.

Mr. Viator asked for questions of the Board, none were asked, Mr. Viator asked for a motion.

A motion was made by Mr. Foreman and seconded by Mr. Beard to approve the payment of Estimate No 6 for Contract No. 3 – 500,000 gallon Elevated Storage Tank in the amount of \$45,180.00 to Landmark Structures LLP, as presented. Motion carried. See attachment.

12. Consideration and possible action on request for payment of Estimate No. 4 for Contract No. 5 –Water Line Extension (FM 1132/Hwy 12) in the amount of \$74,346.06 to McInnis Construction.

Mr. Viator read the agenda item.

Mr. Prosen presented the invoice.

Mr. Viator asked for questions of the Board, none were asked, Mr. Viator asked for a motion.

A motion was made by Mr. Perkins and seconded by Mr. Foreman to approve the payment of Estimate No. 4 for Contract No. 5 –Water Line Extension (FM 1132/Hwy 12) in the amount of \$74,346.06 to McInnis Construction, as presented. Motion carried. See attachment.

13. Consideration of approval/amendments to the minutes of the December 15, 2013 regular meeting.

Mr. Viator read the agenda item.

Mr. Viator asked for questions of the Board, none were asked, Mr. Viator asked for a motion.

A motion was made by Mr. Foreman and seconded by Mr. Inzer to approve the minutes of the December 15, 2013 regular meeting, as presented. Motion carried.

14. Consideration of an Order of Election of Directors for Orange County Water Control & Improvement District No. 1, and approval of a Notice of Election of Directors.  
Mr. Viator read the agenda item.  
Mr. Viator asked for questions of the Board, none were asked, Mr. Viator asked for a motion.

A motion was made by Mr. Perkins and seconded by Mr. Beard to approve the Order of Election of Directors for Orange County Water Control & Improvement District No. 1, and approval of a Notice of Election of Directors.  
Mr. Viator read the agenda item, as presented. Motion carried. See attachment.

15. Consideration of approval of an Orange County Election Services Contract and an Automark Lease Agreement for the May 10, 2014 Election of Directors for Orange County Water Control & Improvement District No. 1.  
Mr. Viator read the agenda item.  
Mr. Hunter presented this item.  
Mr. Viator asked for questions of the Board, none were asked, Mr. Viator asked for a motion.

A motion was made by Mr. Foreman and seconded by Mr. Inzer to approve the Orange County Election Services Contract and an Automark Lease Agreement for the May 10, 2014 Election of Directors for Orange County Water Control & Improvement District No. 1, as presented. Motion carried. See attachment.

16. Board Members comments.  
Mr. Viator read the agenda item.  
Mr. Viator asked for comments of the Board, none one commented.

17. Consideration of setting a February 2014 workshop.  
Mr. Viator read the agenda item.  
Mr. Blackman presented this item. He asked which day, February 3<sup>rd</sup> or February 10<sup>th</sup>, would be best for a workshop meeting. The Board selected February 3, 2014 at 5:30 P.M.

18. Consideration of General Manager's monthly status and financial report.  
Mr. Viator read the agenda item.  
Mr. Blackman, Ms. Serres and Mr. LeJune presented the reports.  
Mr. Viator asked for questions of the Board, none were asked, Mr. Viator asked for a motion.

A motion was made by Mr. Perkins and seconded by Mr. Foreman to approve the General Manager's monthly status and financial report, as presented. Motion carried. See attachment.

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

Mr. Viator read the agenda item.

Mr. Viator asked for questions of the Board, none were asked, Mr. Viator asked for a motion.

A motion was made by Mr. Perkins and seconded by Mr. Inzer to approve payment of the District's monthly bills, as presented. Motion carried. See attachment.

20. Consideration of appointing committees for audit, budget and insurance.

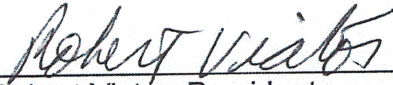
Mr. Viator read the agenda item.

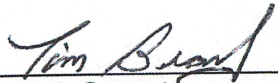
Mr. Viator appointed Mr. Foreman and Mr. Beard to the audit committee; he appointed Mr. Inzer and himself to the Budget committee and Mr. Perkins and Mr. Inzer to the Insurance committee for the year 2013-2014.

21. Adjournment

Mr. Viator read the agenda item.

A motion was made by Mr. Perkins and seconded by Mr. Beard to adjourn the meeting. Motion carried. Meeting adjourned at 7:45 P.M.

  
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Robert Viator, President

  
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Tim Beard, Secretary