



Meeting Minutes

September 14, 2015– 5:30 pm

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

Robert ViatorPresident
Frank Inzer..... Vice-President
Tim Beard Secretary
Trey Haney-absent..... Director
Guy Groves-absent..... Director

Norman BlackmanGeneral Manager
David LeJune Operations Manager
Karen Sampson.....Office Manager
Chris Serres.....Financial Director

Others present: Larry Hunter, Provost Umphrey Law Firm; George Garza, 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.

PUBLIC HEARING REGARDING THE ADOPTION OF THE DISTRICT TAX RATE FOR 2015

OPEN THE PUBLIC HEARING

The Public Hearing was called to order at 5:30 P.M.

1. Citizens comments

No citizens present

2. Discussion

CLOSE THE PUBLIC HEARING

The Public Hearing was closed at 5:40 P.M.

BOARD OF DIRECTORS MEETING

CALL TO ORDER

Robert Viator called the meeting to order at 5:40 P.M., with a quorum present.

INVOCATION & PLEDGE OF ALLEGIANCE

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

MEETING AGENDA

1. Citizens comments.
No Citizens present.
2. Consideration of and possible action regarding of Carroll & Blackman, Inc.'s Monthly Status Report concerning ongoing District projects.
Mr. Viator read the agenda item.
Carroll & Blackman Engineers, Jeff Scogin and Toby Davis are absent. Mr. Blackman presented the engineering report. Regarding Project C the two cured in place lines were completed. This completed the line work. Mr. Scogin is inspecting everything along Hwy 105 so we can call TxDOT to inspect the road repairs. Mr. Scogin is compiling a punch list for the contractors to address. The contractors could be complete with the punch list by the next meeting. We may be able to put the completion items on the next agenda.
Mr. Viator asked for a motion, if the Board had no more questions.
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. Motion carried. See attachment.
3. Consideration of and possible action regarding approval of Carroll and Blackman, Inc., monthly invoices for District projects as listed:
Invoice No. 21866 Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of \$3,100.00; Invoice No. 28164 for General Services in the amount of \$537.00; Invoice No. 21865 for Additional Sanitary Sewer Lines to Contract C in the amount of \$3,454.00. This is a **Grand Total of \$7,091.00**.
Mr. Viator read the agenda item.
Mr. Blackman recommended payment on these invoices.
Mr. Viator asked for a motion, if the Board had no more questions.
A motion was made by Mr. Beard and seconded by Mr. Inzer to approve Carroll and Blackman, Inc., monthly invoices for District projects as listed:
Invoice No. 21866 Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of \$3,100.00; Invoice No. 28164 for General Services in the amount of \$537.00; Invoice No. 21865 for Additional Sanitary Sewer Lines to Contract C in the amount of \$3,454.00. This is a **Grand Total of \$7,091.00**, as presented. Motion carried. See attachment.
4. Consideration and possible action regarding approval/amendments to the minutes of the August 24, 2015 regular meeting.

Mr. Viator read the agenda item.

Mr. Viator asked for a motion, if the Board had no more questions.

A motion was made by Mr. Inzer and seconded by Mr. Beard to approve the minutes of the August 24, 2015 regular meeting, as presented. Motion carried.

5. Consideration of and possible action regarding TECQ approval of the District's application for use of Surplus Bond Funds for Supplemental Projects, and the authorization to proceed with engineering and planning services.

Mr. Viator read the agenda item.

Mr. Blackman presented this item. The Board has already authorized the engineers to proceed as soon as the TCEQ approved. Mr. Blackman was hopeful that TCEQ would have approved the application by this meeting, but there has been no official approval. Mr. Blackman stated there is no action to take on this item

No action taken on this item.

6. Consideration of and possible action regarding report and actions on the District's efforts to reduce trihalomethanes in the water supply to meet TECQ water requirements.

Mr. Viator read the agenda item.

Mr. Blackman reports that the project team that consists of David LeJune, Toby Davis, Tony Bennett and Norman Blackman met with the Medora Corporation representatives on September 9, 2015. They met with The AMS representatives regarding their TTHM equipment. Mr. Blackman had a handout to the Board regarding the steps that could be taken regarding equipment to remove the trihalomethanes.

After much discussion, based on the information provided by Mr. Blackman, the Board's wishes were to approve the Mr. Blackman's Phase One recommendations for all five water tanks of the District. The Phase One cost is approximately \$85,000. This will show TCEQ that the District is pro active on addressing the issue of elevated Trihalomethanes

Mr. Viator asked for a motion, if the Board had no more questions.

A motion was made by Mr. Beard and seconded by Mr. Inzer to approve Phase one recommendation of: adding mixers to all five tanks; procuring a rental TTHM Analyzer; Adding temperature monitors to all five tanks; developing a testing program for trial runs to develop data; investigation other methods or equipment options for TTHM removal including designing our own custom system, at an estimated cost of \$85,000, and to have a RESOLUTION prepared stating that the District will be repaid from the surplus bond funds. Motion carried.

7. Consideration of and possible action regarding making a change to District policy to allow potential sewer-only customers to make application to connect to District sewer service without first having District water service, including authorization for staff to prepare for board approval the necessary amendments to existing policies to carry out such change.

Mr. Viator read the agenda item.

Mr. Blackman presented this item. Mr. Viator stated that he was the driving force behind the policy of not allowing customers to have sewer without water service.

Mr. Hunter suggested that there be a higher security deposit for sewer only customers. Mr. Hunter suggested a strict sewer only policy pointing out the costs and fees if the sewer bill is not paid. The Board's wishes are that customers in areas with water service, they will be required to take the water and sewer service. If the customer has a private well, they have to disconnect the well from the home. If there is no water service available, the customer can receive sewer only service. The District will prepare a policy reflecting these rules for the Board to consider at the next meeting.

Mr. Viator asked for a motion, if the Board had no more questions.

A motion was made by Mr. Inzer and seconded by Mr. Beard to approve the District to develop a policy reflecting the Board's direction regarding water and sewer service and sewer only service. Motion carried.

8. Consideration of and possible action regarding the development of a policy and/or process to allow the payment of tap fees for LPSS Grinder Pump service connections by way of a monthly payment plan, including the establishment of a minimum down payment and a maximum payout period.

Mr. Viator read the agenda item.

Mr. Blackman presented this agenda item. Mr. Blackman informed the Board that there are, and have been in the past, many citizens requesting payment arrangements regarding the LPSS units. This payment plan will be an advantage to customers faced with sewer only situations. Mr. Hunter had suggested a lien against the property until the entire amount was paid. This would only be available to property owners. Mr. Hunter suggests a \$900 down payment, and \$130 per month for 24 months. This will be on the billing card reflecting the customer's regular monthly bill. The entire amount due is collectible and will be subject to current fees for nonpayment. Mr. Hunter will supply a form for the office staff to fill out for these payment plans. Mr. Viator suggested if the property in question has overdue property taxes that they may not take advantage of this LPSS payment plan.

Mr. Viator asked for a motion, if the Board had no more questions.

A motion was made by Mr. Beard and seconded by Mr. Inzer approving the District staff to prepare a Policy regarding a LPSS Grinder Pump payment plan for the Board to consider at the next meeting. Motion carried.

9. Board Members comments.

The Board was polled and had no comments.

10. Consideration and possible action regarding General Manager's monthly status and financial report.

Mr. Viator read the agenda item.

Mr. Blackman presented this item. Mr. Blackman addressed a query regarding new customers to the District. It was determined that we could report the number of new taps per month as reflected on the Monthly Field Report.

Mr. Blackman made the Board aware of a past employee that would like to return to work. Mr. Kurt Sellers had a heart attack and heart transplant 2 years ago in December. His physicians have released him for any and all activities. Mr. Blackman wanted input from the Board and Legal Counsel on the pros and cons of Mr. Sellers

being hired by the District. Mr. Hunter advised checking with our Workers Comp carriers and Insurance carriers to see if there would be any repercussions in hiring a person known to have been a heart plant recipient. Mr. Hunter advised Mr. Blackman to ask if he has any issues with working in the heat.

Ms. Serres presented the financial reports.

Mr. LeJune presented the Field and LPSS reports.

Mr. Viator asked for a motion, if the Board had no more questions

A motion was made by Mr. Inzer and seconded by Mr. Beard to approve General Manager's monthly status and financial report, as presented. See attachment.

- 11. Consideration of and possible action regarding payment of the District's monthly bills. Mr. Viator read the agenda item.

Mr. Viator asked for a motion, if the Board had no more questions.

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

- 12. Consideration of and possible action regarding adopting the 2015 tax rate as presented by Lynda Gunstream, Orange County Tax Assessor-Collector.

Mr. Viator read the agenda item.

Mr. Viator asked for a motion, if the Board had no more questions.

A motion was made by Mr. Beard and seconded by Mr. Inzer to adopt the 2015 tax rate of .38726 per \$100 property value, as presented by Lynda Gunstream, Orange County Tax Assessor-Collector. Motion carried. See attachment.

- 13. Consideration of & possible action terminating contract for professional services of Provost Umphrey Law Firm, LLP, and entering into professional services contract with Larry C. Hunter and The Ferguson Law Firm, LLP.

Mr. Viator read the agenda item.

Mr. Hunter reported to the Board that he had changed law firms. This would require the District to enter into a professional services contract with The Ferguson Law Firm, LLP.

Mr. Viator asked for a motion, if the Board had no more questions.

A motion was made by Mr. Inzer and seconded by Mr. Beard to approve terminating contract for professional services of Provost Umphrey Law Firm, LLP, and entering into professional services contract with Larry C. Hunter and The Ferguson Law Firm, LLP, effective September 1, 2015, as presented. Motion carried. See attachment.

- 14. Adjournment.

A motion was made by Mr. Inzer and seconded by Mr. Beard to adjourn the meeting. Motion carried. Meeting adjourned at 8:25 P.M.



Robert Viator, President



Tim Beard, Secretary