



## Meeting Minutes

May 18, 2015– 5:30 pm

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

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

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

Others present: Toby Davis & Jeff Scogin, Carroll & Blackman  
Consulting Engineers, Inc.; Larry Hunter, Provost Umphrey Law  
Firm; George Garza, Vidorian

*In accordance with Section 551.042 of the Texas Government Code, this agenda has been posted in the lobby and on the front door of the Orange County Water Control & Improvement District No. 1 Administrative office for the time required by law. The President requests that all cell phones and pagers be turned off or set to vibrate.*

*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

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

### INVOCATION & PLEDGE OF ALLEGIANCE

Invocation offered by Trey Haney and the pledges led by Frank Inzer.

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## **MEETING AGENDA**

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1. Citizen comments.

No citizens in attendance.

2. Consideration of and possible action regarding approval of Carroll & Blackman, Inc.'s Monthly Status Report concerning ongoing District projects.

Mr. Viator read the agenda item.

Mr. Scogin presented the report. Mr. Scogin is hoping to have Project B close out papers to accept the project on the June 15, 2015 agenda.

Regarding Project C the contractors installed 1,739' of 6 to 8 inch sewer line. These are the additional lines added to the contract. All the sewer rehab is complete. There is some smoke testing to complete and then the pavement replacement will be the last thing to complete.

Mr. Blackman stated there are some deficiencies in some of the asphalt patches on the side roads involved in the sewer rehab. The contract did not require that the patch be sealed with some kind of filler, but we may want to consider adding that to the contract to make sure those patches are not compromised with water seeping into the patch. Mr. Blackman suggested the District's pavement consultant, Carl Hunter, to inspect those patches and offer an opinion on the course of action the District should consider. The contractors are considering using a pavement contractor out of Houston to complete the pavement patching.

Mr. Viator asked for a motion.

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

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

Invoice No. 21596 Contract B - Cloverleaf & Tiger Lake Lift Stations/Force Mains Project in the amount of **\$1,315.00**; Invoice No. 21597 Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of **\$4,358.00**; Invoice No. 21598 Project 6200E - Rehabilitation of additional sewer lines to Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of **\$10,198.00**; Invoice No. 21599. for Project 6282 - General Services regarding TWDB budget modifications in the amount of **\$1,002.00**; Invoice No. 21571 for Project 1017-14 - GIS and Database systems in the amount of **\$294.00**. Invoice No.21600 for Project 6560B - Bond Project Scoping in the amount of **\$5,619.50**. This is a TOTAL of **\$22,786.50**.

Mr. Viator read the agenda item.

Mr. Scogin presented the invoices.

Mr. Viator asked for a motion.

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

Invoice No. 21596 Contract B - Cloverleaf & Tiger Lake Lift Stations/Force Mains Project in the amount of **\$1,315.00**; Invoice No. 21597 Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of **\$4,358.00**; Invoice No. 21598 Project 6200E - Rehabilitation of additional sewer lines to Contract C – Sanitary Sewer Collection System Rehabilitation in the amount of **\$10,198.00**; Invoice No. 21599. for Project 6282 - General Services regarding TWDB budget modifications in the amount of **\$1,002.00**; Invoice No. 21571 for Project 1017-14 - GIS and Database systems in the amount of **\$294.00**. Invoice No.21600 for Project 6560B - Bond Project Scoping in the amount of **\$5,619.50**. This is a TOTAL of **\$22,786**, as presented. Motion passed. See attachment.

4. Consideration of and possible action regarding T. Construction LLC., Payment Request No. 20 for Construction Contract TWDB No. 72129-SRF-3358-02 – Contract C – Sanitary Sewer Rehabilitation Project in the amount of **\$74,785.28**.

Mr. Viator read the agenda item.

Mr. Scogin presented the agenda item.

Mr. Viator asked for a motion.

A motion was made by Mr. Inzer and seconded by Mr. Haney to approve T. Construction LLC., Payment Request No. 20 for Construction Contract TWDB No. 72129-SRF-3358-02 – Contract C – Sanitary Sewer Rehabilitation Project in the amount of **\$74,785.28**, as presented. Motion passed. See attachment.

5. Consideration of and possible action regarding authorizing Carroll & Blackman, Inc Consulting Engineers to prepare and submit to the TCEQ for approval an Amended Engineering Report identifying the proposed water and sewer construction projects approved at the May 13, 2015 Special Meeting to be completed with surplus bonds funds from the \$14M Water Bond Issue, and to authorize Carroll & Blackman, Inc. to begin preparing an Engineering Contract for the services necessary to plan, design, inspect, and administer the proposed construction projects.

Mr. Viator read the agenda item.

Mr. Davis presented this agenda item. Mr. Davis gave the Board 2 schedules illustrating the timeline for the proposed projects. Mr. Davis is confident that part of the scope of work can have an expedited TCEQ review. If the District has engineering done prior to having TCEQ review, the District does run the risk of a remote possibility that TCEQ may not approve the funds to be used as the District wishes.

Mr. Viator asked for a motion.

A motion was made by Mr. Inzer and seconded by Mr. Haney to approve Carroll & Blackman, Inc Consulting Engineers to prepare and submit to the TCEQ for approval an Amended Engineering Report identifying the proposed water and sewer construction projects approved at the May 13, 2015 Special Meeting to be completed with surplus bonds funds from the \$14M Water Bond Issue, and to authorize Carroll & Blackman, Inc. to begin preparing an Engineering Contract for the services necessary to plan, design, inspect, and administer the proposed construction projects, as presented. Motion passed. See attachment.

6. Consideration of and possible action regarding approval/amendments to the minutes of the April 20, 2015 regular board meeting.

Mr. Viator read the agenda item.

Mr. Viator asked for a motion.

A motion was made by Mr. Haney and seconded by Mr. Inzer to approve the minutes of the April 20, 2015 regular board meeting, as presented. Motion passed.

7. Board Members comments.

There were no comments.

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

Mr. Viator read the agenda item.

Mr. Blackman reported ongoing projects. There is no new progress to report on BP/Restore Act funding, Billing Rate Study, or Staff Hiring. The Disposition of Unspent Bond Funds has been covered in agenda item No. 5. Mr. Blackman introduced New Topics regarding the new format for the Budget Comparison Report. Mr. Blackman updated the Board regarding the District's ongoing Trihalomethanes issue update. Mr. Blackman informed the Board that the office took numerous calls when the letters were first sent out to the customers on April 22, 2015. After Mr. Blackman granted Channel 12 News an interview, they broadcast an inaccurate statement that had the customers even more concerned. Channel 12 did retract and clarify their statements, but only on the noon news Friday April 24, 2015. Mr. Blackman complimented Mr. George Garza for the article he wrote appearing in the Vidorian on April 29, 2015 that contained valuable information for the public regarding Trihalomethanes.

Mr. Blackman informed the Board that the Trihalomethanes levels are still testing higher than normal. He presented a table illustrating the Trihalomethanes results for 2014-2015. Mr. Blackman informed the Board regarding some solutions to the situation. Mr. Viator wants the District to aggressively seek a solution, as quickly as possible. Mr. Viator suggests not filling the overhead storage and ground storage tanks to their fullest capacities, citing Mr. Blackman's comments that the pumped water may be staying in the tanks for an extended amount of time. This is one scenario that could be causing the high levels of Trihalomethanes.

Mr. Blackman fielded questions from the Board and the consensus of the Board was to get the information to correct the problem. Mr. Blackman stated that there are options: Option 1 is for the District to temporarily reduce the storage volumes in all overhead and ground storage tanks to see if that brings the Trihalomethanes levels down. Option 2 would be to flush water, but this would require a large amount of fresh water to be wasted each day, this would not be economically feasible. Option 3 would be to change our chlorination system to chloramines or some other comparable disinfection source. The District could get away from free chlorine altogether. The District will have to send letters for the next year. We have learned from the first mail out and will have a better plan next time. Mr. Blackman informed the Board he would include more information along with the required TCEQ letter. We will

have information on our website and encourage our citizens to visit the website for more information.

Mr. Blackman wanted the Board to consider the purchase of a Hydro Excavator, which is a combination of industrial pressure washer and vacuum tanker to be used to micro-excavate for location of water and sewer lines in areas where conventional excavation by trackhoe is dangerous or not feasible. This piece of equipment would be multi use and a great asset to the District. This would be used as a vacuum truck in sewer spills. In trying to repair leaks while the water is gushing, this piece of equipment would be used where we currently use trash pumps. The price would be in the range of \$60,000. If the Board approves the purchase of the Hydro-Excavator, the District would be able to retire the current truck and tanker rig. Mr. Hunter advised the Board if the cost is under \$50,000 the District will be able to take 3 bids to purchase. Mr. Blackman informed the Board that the Hydro-Excavator would be very helpful in the upcoming projects in finding our existing water and sewer lines.

Ms. Serres presented the financial reports

Mr. Blackman presented the newly formatted Budget Comparison Report. The Board approved the new format.

Mr. LeJune presented the Field and LPSS reports.

Mr. Viator asked for a motion.

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

9. 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.

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

10. Consideration of and possible action regarding the 2015-2016 District operating budget.

Mr. Viator read the agenda item.

Mr. Viator and Mr. Inzer were on the budget committee. Mr. Inzer and Mr. Viator informed the Board that they recommended the 2015-2016 budget as presented.

Mr. Viator asked for a motion.

A motion was made by Mr. Inzer and seconded by Mr. Haney to approve the 2015-2016 District operating budget, as presented. Motion passed. See attachment.

11. Consideration of and possible action regarding Charles E. Reed & Associates, P.C. Initial Communication with Engagement Letter.

Mr. Viator read the agenda item.

Mr. Blackman presented this item. This is formally engaging Charles E. Reed & Associates, P.C., as the auditors for 2014-2015 District audit.

Mr. Viator asked for a motion.

A motion was made by Mr. Haney and seconded by Mr. Inzer to approve Charles E. Reed & Associates, P.C. Initial Communication with Engagement Letter, as presented. Motion passed. See attachment.

- 12. Consideration of and possible action regarding a proposal to sell the Tax Trust Property located at 830 Goliad, Vidor, Texas, Tax account # 000095-002801.

Mr. Viator read the agenda item.

Mr. Viator asked for a motion.

A motion was made by Mr. Haney and seconded by Mr. Inzer to approve a proposal to sell the Tax Trust Property located at 830 Goliad, Vidor, Texas, Tax account # 000095-002801, as presented Lynda Gunstream, Orange County Tax Assessor/Collector. Motion passed. See attachment.

- 13. Consideration of and possible action regarding of Bank Depository contract with First Financial Bank, N.A.

Mr. Viator read the agenda item.

Mr. Blackman presented this item. Ms. Serres stated that the contract is the same as our current contract with First Financial Bank, N.A.

Mr. Viator asked for a motion.

A motion was made by Mr. Haney and seconded by Mr. Inzer to approve the Bank Depository contract with First Financial Bank, N.A., as presented. Motion passed. See attachment.

- 14. Adjournment.

A motion was made by Mr. Inzer and seconded by Mr. Haney to adjourn the meeting. Motion passed. Meeting adjourned at 7:35 P.M.



Robert Viator, President



Frank Inzer, Vice-President