



Meeting Minutes

January 18, 2016 – 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 Director
Guy Groves Director

Norman Blackman General Manager
David LeJune-absent..... Operations Manager

Staff present:

Karen Sampson.....Office Manager
Chris Serres.....Financial Director

Others present: Larry Hunter, The Ferguson Law Firm; Toby Davis and Jeff Scogin,
Carroll & Blackman Consulting Engineers, Inc.;

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 at 5:30 P.M., with a quorum present.

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

MEETING AGENDA

1. Citizen 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.

Mr. Scogin presented the report. Mr. Scogin reported that Project C Sewer Rehabilitation is very close to completion. Mr. Scogin informed the Board that the quantities of additional asphalt and change orders regarding FM 105 road repair are reflected in an invoice from T Construction, LLC on a later agenda item. One of the items still on the "punchlist" is to visually inspect approximately 25 manholes on FM 105. Mr. Blackman stated that he and Mr. LeJune are in discussions on how to approach this issue. To inspect the manholes will include some traffic control requirements. There was some discussion on the difficulty of inspecting the manholes, due to the fact they are in the traffic lanes. Mr. Blackman stated that the District is under time restrictions in inspecting the manholes. The traffic control costs will be at the District's expense. The contractor stated that all the manholes passed the air tests, with a District inspector present. Mr. Blackman informed the Board that there are construction photographs and post construction video to possibly assist in the District's informational needs.

Mr. Scogin reported on the Surplus Funds Projects. Mr. Scogin informed the Board that the Utility Locate Services will begin, and surveying will begin, with coordination of the District. Progress on plan sheets for each Water Well sites has begun. Equipment evaluation and coordination with electrical engineers is progressing.

Mr. Blackman interjected that the Generators for Well 4 & 5 need to be in the forefront of the planning, in hopes of being funded by the Disaster Relief. Mr. Scogin stated the Plan Sheets are being completed for the Sanitary Sewer Improvements. The Water & Sewer Service Extensions are also in the Plan Sheets stage. Mr. Davis approached the Board to inform the members as of January 7, 2016, Carroll & Blackman, Inc., has merged with LJA & Associates and will be named LJA Engineering.

Mr. Viator asked for a motion.

A motion was made by Mr. Beard and seconded by Mr. Groves 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. 22176 for Project 6065C Surplus Funds Water System Improvement in the amount of \$5,225.00; Invoice No. 22177 for Project 6065D Surplus Funds Sewer System Improvement in the amount of \$1,199.00; Invoice No. 22178 for Project 6065E Surplus Funds Water and Sewer System Extensions in the amount of \$3,998.00; Invoice No. 22175 for 6282-General Services in the amount of \$7,338.50. This is a grand total of **\$17,760.50**.

Mr. Viator read the agenda item.

Mr. Blackman informed the Board the General Services invoice consisted of work done for the Disaster Relief for funding the generators needed at Wells 4 & 5, and several of the lift stations.

Mr. Viator asked for a motion

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

Invoice No. 22176 for Project 6065C Surplus Funds Water System Improvement in the amount of \$5,225.00; Invoice No. 22177 for Project 6065D Surplus Funds Sewer System Improvement in the amount of \$1,199.00; Invoice No. 22178 for Project 6065E Surplus Funds Water and Sewer System Extensions in the amount of \$3,998.00; Invoice No. 22175 for 6282-General Services in the amount of \$7,338.50. This is a grand total of **\$17,760.50**, as presented. Motion carried. See attachment.

4. Consideration of and possible action regarding approval of T Construction, LLC invoice for Sanitary Sewer Rehabilitation in the amount of **\$50,070.08**.

Mr. Viator read the agenda item.

Mr. Scogin informed the Board that the only invoice left to pay this contractor is \$293,062.33, the remainder of the retainage. There is still the issue of having TxDot approving the repair work done on FM 105.

Mr. Viator asked for a motion

A motion was made by Mr. Groves and seconded by Mr. Beard to approve T Construction, LLC invoice for Sanitary Sewer Rehabilitation in the amount of **\$50,070.08**, as presented. Motion carried. See attachment.

5. Consideration of and possible action regarding approval of Invoice No. 1512-001 in the amount of **\$625.00** to Anthony Bennett, RS for Drinking Water Consultation in regards to Trihalomethanes.

Mr. Viator read the agenda item.

Mr. Blackman presented this invoice.

Mr. Viator asked for a motion.

A motion was made by Mr. Haney and seconded by Mr. Inzer to approve of Invoice No. 1512-001 in the amount of **\$625.00** to Anthony Bennett, RS for Drinking Water Consultation in regards to Trihalomethanes, as presented. Motion carried. See attachment.

6. Consideration of and possible action regarding approval/amendments to the minutes of the December 16, 2015 regular meeting.

Mr. Viator read the agenda item.

Mr. Viator asked for a motion.

A motion was made by Mr. Groves and seconded by Mr. Haney to approve the minutes of the December 16, 2015 regular meeting, as presented. Motion carried.

7. Board Members comments.

Mr. Viator polled the Board members, 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 presented the General Manager's and the Field and LPSS reports. Mr. Blackman reported on his on-going topics. The BP/Restore Act funding has little change, but the projects submitted are currently being evaluated. The Trihalomethane issue is still ongoing has been researched and analyzed to determine the best option in proceeding toward eliminating the Trihalomethanes. Mr. Blackman is recommending the Packed Column Air Stripper, as the District's best option. Mr. Blackman has an ongoing dialogue with TCEQ, regarding the District's revised completion schedule.

Well #4 is back in service, after repairs were completed. Now that Well #4 is up and running, the District has taken Well #7 out of service

Ms. Serres presented the Financial Report.

Mr. Blackman presented the LPSS and Field reports, in Mr. LeJune's absence.

Mr. Viator asked for a motion

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

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 carried. See attachment.

10. Consideration of and possible action regarding appointing budget, audit and insurance committees.

Mr. Viator read the agenda item.

Mr. Viator appointed Mr. Viator and Mr. Inzer to the Budget Committee; Mr. Beard and Mr. Inzer to the Audit Committee; and Mr. Haney and Mr. Groves to the Insurance Committee.

11. Consideration of an Order for 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. Hunter prepared the Order of Election of Directors for Orange County Water Control & Improvement District No. 1, for the Board's approval and signatures.

Mr. Viator asked for a motion

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

12. Consideration of approval of an Orange County Election Services Contract and an Automark Lease Agreement for the May 07, 2016 Election of Directors for Orange County Water Control & Improvement District No. 1.

Mr. Viator read the agenda item.

Mr. Hunter prepared the Orange County Election Services Contract and an Automark Lease Agreement, for the Board's approval.

Mr. Viator asked for a motion

A motion was made by Mr. Groves and seconded by Mr. Inzer to approve an Orange County Election Services Contract and an Automark Lease Agreement for the May 07, 2016 Election of Directors for Orange County Water Control & Improvement District No. 1, as presented. Motion carried. See attachment.

. 13. Adjournment.

Mr. Viator read the agenda item.

Mr. Viator asked for a motion

A motion was made by Mr. Inzer and seconded by Mr. Beard to adjourn the meeting. Motion carried. Meeting adjourned at 7:20 P.M.



Robert Viator, President



Tim Beard, Secretary