

Meeting Minutes

April 18, 2011– 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
Guy Groves..... Director

Darlene JacksonGeneral Manager
David LeJune.....Operations Manager

Others present: Karen Sampson, Chris Serres, Larry Hunter, Toby Davis, Tim Stinson, Calvin Prosen, Stephanie Malkowsky, Derek Gruffagnino and George Garza

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.

INVOCATION & PLEDGE OF ALLEGIANCE

Tim Beard offered the invocation and Percy Foreman led the pledges.

REGULAR AGENDA

1. **Citizens comment**
None

2. **Consideration of approval/amendments to the minutes of the March 21, 2011 regular meeting.**

Motion by Tim Beard, and seconded by Billy Perkins, to approve the minutes of the March 21, 2011 regular meeting, as presented. Motion carried.

For: Tim Beard, Billy Perkins, Percy Foreman, Guy Groves and Robert Viator.

Opposed: None

3. Consideration of District Manager's monthly status, and financial report.

Darlene Jackson informed the Board of the progress at the Wastewater Treatment Plant construction site. Contractors had the foundation poured starting on Friday morning at 2 am, completed pouring concrete around 2 pm. A total of 2240 cubic yards of concrete was needed on the foundation.

Ms. Jackson reported on the success of Blackboard Connect, used in conjunction with our lock off list. The office has implemented calling our citizens that are overdue on their payments, in an effort to have them come in and pay, before the water technicians go out to lock off service. This saves the District in labor costs, truck maintenance, fuel and time.

Ms. Jackson stated that the Revenue Bond, which will be reflected on customers monthly bills, will need to be implemented on the June 1, 2011 billing. Mr. Viator stated that he would like a special meeting, with Mark McLiney, as soon as possible.

Chris Serres presented the monthly financial reports and David LeJune presented the monthly field report. Motion by Billy Perkins, and seconded by Guy Groves, to approve the District Manager's monthly status, and financial report, as presented. Motion carried.

For: Billy Perkins, Guy Groves, Percy Foreman, Tim Beard and Robert Viator.

Opposed: None

4. Consideration of approval of payment of the District's monthly bills.

Motion by Billy Perkins and seconded by Tim Beard to approve payment of the District's monthly bills, as presented.

For: Billy Perkins, Tim Beard, Percy Foreman, Guy Groves and Robert Viator.

Opposed: None

- 5. Consideration of appointing Charles E. Reed & Associates, P.C. as auditors for Orange County Water Control & Improvement District No. 1 for the 2010-2011 Fiscal Year.**

The Board asked Darlene Jackson for a recommendation on the District engaging Charles E. Reed & Associates, P.C. Ms Jackson stated that she believes Mr. Reed will accommodate all the requests made by the District.

Motion by Percy Foreman and seconded by Guy Groves, to appoint Charles E. Reed & Associates, P.C. as auditors for Orange County Water Control & Improvement District No. 1 for the 2010-2011 Fiscal Year. Motion carried.

For: Percy Foreman, Guy Groves, Billy Perkins, Tim Beard, and Robert Viator.

Opposed: None

- 6. Consideration of appointing a budget committee for the purpose of overseeing the 2011-2012 fiscal year budget process.**

Robert Viator, President of the Board, asked to appoint himself and Percy Foreman to the budget committee.

Motion by Tim Beard, and seconded by Guy Groves, to appoint Robert Viator and Percy Foreman as the budget committee for the purpose of overseeing the 2011-2012 fiscal year budget process. Motion carried.

For: Tim Beard, Guy Groves, Billy Perkins, Percy Foreman, and Robert Viator.

Opposed: None

- 7. Consideration of Carroll & Blackman, Inc.'s monthly status report concerning ongoing District projects. Motion by Billy Perkins and seconded by Guy Groves, to approve Carroll & Blackman, Inc.'s monthly status report concerning ongoing District projects, as presented by Tim Stinson. Motion carried.**
For: Billy Perkins, Guy Groves, Percy Foreman, Tim Beard and Robert Viator.
Opposed: None
- 8. Consideration of approval of Carroll & Blackman, Inc.'s monthly invoices for District projects as listed: Invoice #18507 for Wastewater Treatment plant in the amount of \$13,542.00; Invoice #18508 for Cloverleaf & Tiger Lake Lift Station/Force Main in the amount of \$24,750.00; and Invoice #18503 in the amount of \$999.00 for a total of \$39,291.00. Motion by Guy Groves and seconded by Tim Beard, to approve Carroll & Blackman, Inc.'s monthly invoices for District projects as listed: Invoice #18507 for Wastewater Treatment plant in the amount of \$13,542.00; Invoice #18508 for Cloverleaf & Tiger Lake Lift Station/Force Main in the amount of \$24,750.00; and Invoice #18503 in the amount of \$999.00 for a total of \$39,291.00. Motion carried.**
For: Guy Groves, Tim Beard, Billy Perkins, Percy Foreman, and Robert Viator.
Opposed: None
- 9. Consideration of request for payment on Estimate #5 from Allco, Ltd., in the amount of \$439,945.01 for Construction Contract TWDB No. 72129-SRF-3358-02 Wastewater Treatment Plant.**
The Board asked Tim Stinson if he recommended paying this invoice, Mr. Stinson assured the board that the inspector on the job had been diligent on

verifying the equipment, and the work being invoiced by the contractor.

Motion by Percy Foreman and seconded by Guy Groves to approve request for payment on Estimate #5 from Allco, Ltd., in the amount of \$439,945.01 for Construction Contract TWDB No. 72129-SRF-3358-02 Wastewater Treatment Plant Consideration of Arceneaux & Gates Consulting Engineers, Inc. monthly status report on Water well project. Motion carried.

For: Percy Foreman, Guy Groves, Tim Beard, Billy Perkins, and Robert Viator.

Opposed: None

10. Consideration of Arceneaux & Gates Consulting Engineers, Inc. monthly status report on Water well project.

Calvin Prosen presented Arceneaux & Gates Consulting Engineers, Inc. monthly status report, on Water well project. In Mr. Prosen report, he informed the Board of an inspection by Texas Commission on Environmental Quality on March 31st, by Randy Nelson. Mr. Prosen, Darlene Jackson and David LeJune accompanied Mr. Nelson on his inspection of the proposed water well, transmission lines and overhead storage sites. Mr. Prosen reported that everyone felt Mr. Nelson had positive input.

Mr. Prosen requested a meeting with Darlene Jackson and David LeJune to review plans for the proposed water well, water transmission lines and the overhead storage tank projects.

Motion by Percy Foreman and seconded by Billy Perkins, to approve the Arceneaux & Gates Consulting Engineers, Inc. monthly status report on Water well project, as presented by Calvin Prosen. Motion carried.

For: Percy Foreman, Billy Perkins, Guy Groves, Tim Beard, and Robert Viator.

Opposed: None

- 11. Consideration of Arceneaux & Gates Consulting Engineers, Inc. monthly invoices for District water well project as listed: Invoice #13151 in the amount of \$16,120.00 and Invoice #13153 in the amount of \$500.00 for a total of \$16,620.00.**

Motion by Tim Beard and seconded by Guy Groves, to approve Arceneaux & Gates Consulting Engineers, Inc. monthly invoices for District water well project as listed: Invoice #13151 in the amount of \$16,120.00 and Invoice #13153 in the amount of \$500.00 for a total of \$16,620.00, as presented. Invoice #13152, in the amount of \$29,880.00, which was included in the Board packet, is to be paid when the Revenue Notes are sold.

For: Tim Beard, Guy Groves, Billy Perkins, Percy Foreman, and Robert Viator.

Opposed: None

- 12. Adjournment.**

Motion by Billy Perkins and seconded by Tim Beard, to adjourn the meeting. Motion carried.

Meeting adjourned at 6:40 p.m.



Robert Viator, President



Tim Beard, Secretary