

# ORANGE COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 2

## MINUTES OF THE REGULAR MEETING HELD APRIL 10, 2017

The Board of Directors (the "Board") of the Orange County Water Control and Improvement District No. 2 (the "District") met beginning at 5:02 pm on April 10, 2017 in the District's office at 2526 Western Avenue, West Orange, Texas, 77630.

The following Directors were present: Mr. Tom Woolley, Mr. Jerry Foreman, Mrs. Lisa Bukowsky, Mr. Glenn Curran and Mrs. Linda Premeaux. A quorum was present at all times during the meeting. Also present were: Mr. Alan Sanders, District Attorney, Mr. Jason Lawson, District Superintendent, Mr. Jeremy Triska, District CPA, and Ms. April Lombardo, District Office Manager.

ITEM #1 OPENING OF MEETING: Mr. Woolley opened the meeting at 5:02 PM.

ITEM #2 RECOGNIZE GUESTS: No guests attended the meeting.

ITEM #3 OPEN THE FLOOR FOR COMMENTS: No comments were made during the Comment portion of the Agenda.

ITEM #4: CUSTOMER COMPLAINTS AND/OR REQUEST FOR ADJUSTMENTS: No customer complaints or requests for adjustments were made for Board consideration at the meeting..

ITEM #5: APPROVAL OF MINUTES: Mrs. Premeaux made a Motion to approve the Minutes for the March 13, 2017 Regular Meeting, and Mr. Foreman seconded the Motion. The Motion passed without exception.

ITEM #6: ATTORNEY'S REPORT: Mr. Sanders notified the Board and District staff that the legislature is in session and he will notify us of any changes that come out of the session that come to attention and which might affect the District's governance or operations.

ITEM #7 ENGINEER'S REPORT: Mr. Barroeta submitted his written report for the month.

**West Orange 2015-2016 TCDBG Project:** Almost done with the plans and specs.

**West Orange 2017-2018 TCDBG Project:** Submitted applications, now waiting for review and will know something around August.

**Rehab of Tanks:** Planning to rehab Well 1 within this next year, which should take approximately 90 days.

**Water Modeling:** We will have the complete report at the next board meeting.

ITEM #8 SUPERINTENDENT'S REPORT:

03/01/2017-03/31/2017

BOD	4	mg/L	Permit Requirement	10	mg/L
TSS	6	mg/L	" "	15	mg/L
COPPER	.0043	mg/L	" "	0.0087	mg/L

We pumped 9,195,000 gallons of water. We sold 6,303,000 gallons of water. We sold 69% of the water we pumped. We billed 1609 customers for a total \$128,495.17. The sewer plant meter has used 585,000 gallons for the month. We are able to account for 93% of the water pumped as being sold, flushing or known leaks.

ITEM #9 REGULATORY ENFORCEMENT ACTIONS: The Superintendent reported that the District had received a notification from our Water Inspection by TCEQ stating that everything cited in the most recent compliance report has been satisfied to TCEQ's approval. Mr. Sanders suggested that a copy of that notification be included with the Minutes for this meeting, for easier reference in the future should the need arise. The Superintendent stated that he would provide the notification to the Office Manager for that purpose.

ITEM #10 CAPITAL IMPROVEMENTS, REPAIRS, MODIFICATIONS OR REPLACEMENTS TO THE DISTRICT'S POTABLE WATER AND/OR WASTEWATER SYSTEMS: No items under this Agenda were discussed that were not otherwise contained in the Engineer's Report.

ITEM #11 FINANCIAL MATTERS: The proposed budget for the fiscal year May 1, 2017 – April 30, 2018 was presented to the Board by the Superintendent. The District CPA commented that he had reviewed the proposed budget and had not noted to District Management the need for significant modifications, although his review was for general purposes only and did not constitute taking part in the preparation of the budget, which is a management function. Mr. Foreman made a Motion to approve the budget for 2017-2018, Mrs. Bukowsky seconded the Motion. Motion passed without exception. It was also noted that the budget could be amended as appropriate, such as to reflect changes in payroll compensation.

ITEM #12 BILLS TO BE PAID: Motion to pay the submitted bills in the total of \$44,397.65 by Mrs. Bukowsky and seconded by Mr. Foreman. The Motion passed without exception.

ITEM #13 CLOSED SESSION REGARDING SUPERINTENDENT, STAFF, LEGAL AND FISCAL ADVISORS:

STARTED CLOSED SESSION: 6:25PM OUT OF CLOSED SESSION: 7:10PM

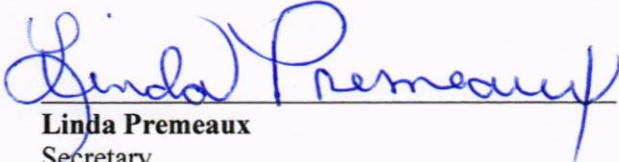
1. Mr. Curran made a Motion to approve the following employee raises effective the next pay cycle, Mrs. Premeaux seconded the Motion. Motion passed without exception. Also, District management is directed to submit a proposed amended Budget for fiscal year 2017 – 2018, to reflect these changes, to the Board for consideration at the May 2017 meeting.
  - April Lombardo \$ .75 per hour
  - Melanie James \$ .25 per hour
  - Darrell Caswell \$ 3.00 per hour, and promoted to Field Supervisor.
2. Mr. Sanders, the District's Attorney, will be leaving the District by the end of May 2017. Although the Texas Professional Services Procurement Act may apply to attorney selection, it does not specify the method by which the District must identify potential attorneys or how large or small the pool of potential candidates must be. At this point, the Board as a whole will interview Mr. Guy Goodson and/or Ms. Kate Leverett, attorneys with the Beaumont law firm of Germer PLLC, at the next Board meeting for possible consideration to fill the District's Attorney position.

ITEM #14 STATUS OF RFP PROCESS:

Ms. Lombardo reported that the deadline for responses to the District's Request for Proposals for Audit Services has not yet passed. Timely submitted Proposals will be reviewed by a Board Committee and staff, and a

recommendation for further procedures or award of an audit engagement will be made to the Board for consideration and action.

ITEM #15 ADJOURNMENT: A Motion to adjourn was made by Mrs. Bukowsky, seconded by Mrs. Premeaux. The Motion passed without exception. The Meeting adjourned at 7:13 P.M.

  
**Linda Premeaux**  
Secretary

