

MINUTES OF A REGULAR MEETING
OF
TRINITY BAY CONSERVATION DISTRICT
Thursday December 21, 2023
10:00 O'clock A.M.

THE STATE OF TEXAS
COUNTY OF CHAMBERS

The Board of Directors of Trinity Bay Conservation District met at the offices of the District in Stowell, Texas on Thursday, December 21, 2023, with the following Directors present:

Gregg Turner	Vice-President
Les Hankamer	Secretary
Rick Nicely	Director
Annette Rayburn	Director

Also present were Jerry Shadden, Crystal Threadgill, David Hoyt, Mike Will and Amos Roy, District Employees; Kate Leverett of Germer, District Counsel, John Mulryan, of the Chambers County Sherriff Department, and Susan Leblanc with Representative Leo-Wilson's office.

Agenda Item 1:

Vice President Turner called the Meeting to order at 10:00 a.m.

Agenda Item 2:

The meeting was opened with a prayer by General Manager Shadden, who then led us in the Pledge of Allegiance to the American and Texas flags.

Agenda Item 3:

PUBLIC COMMENT

None.

Agenda Item 4:

APPROVE MINTUES

Secretary Hankamer, made a Motion to approve Minutes of a Regular Meeting held November 15, 2023. The motion was seconded by Director Nicely and it passed by unanimous vote.

Agenda Item 5:

FINANCIAL REPORTS

Director Nicely, made a Motion to approve the Financial Reports for November 30, 2023. The motion was seconded by Secretary Hankamer and it passed by unanimous vote.

Agenda Item 6:

TAX REPORTS

Secretary Hankamer, made a Motion to approve the Tax Reports for November 30, 2023. The motion was seconded by Director Nicely and it passed by unanimous vote.

Agenda Item 7:

ACCOUNTS PAYABLE

Secretary Hankamer, made a Motion to approve Accounts Payable. The motion was seconded by Director Nicely and it passed by unanimous vote.

Agenda Item 8:

INTER-LOCAL AGREEMENT WITH CHAMBERS COUNTY

General Manger Shadden – The Board approved this a couple of months ago. We approved it to pay for \$1,200,000 and we procured Jeff Ward and Associates to go out for a Grant for us. So, what we are doing is just modifying the date on this and putting it in a Grant package and it will be the exact same thing on the bridges but if we do get the Grant we should get back some of the \$1,200,000 engineering fees.

Vice President Turner – What percentage is the County supposed to chip in?

General Manager Shadden – The County is paying \$600,000 and we are paying \$600,0000.

Director Nicely, made a Motion to approve the Inter-Local agreement with Chambers County to pay LJA Engineering to design two bridges to improve drainage on Spindletop Bayou at State Highway 65 and 124. The motion was seconded by Director Rayburn and it passed by unanimous vote.

Agenda Item 9:

AGREEMENT WITH LJA FOR TWO BRIDGES

General Manager Shadden – This is the same thing. This is just the contract with LJA to do the design work. We will pay LJA and bill the County for their part.

Secretary Hankamer, made a Motion to approve entering into an agreement with LJA Engineering to design two bridges crossing Spindletop Bayou at State Highway 65 and Highway 124 not to exceed \$1,200,000.00. The motion was seconded by Director Nicely and it passed by unanimous vote.

Agenda Item 10:

LJA TO DESIGN A 20" WATER DISTRIBUTION LINE

General Manager Shadden – Someone bought the part behind Nutty Jerry's and they want to put 330 RV spots in. The Shell station our there at the split is also wanting to put an RV park in behind them and at Kiker Road they want to put a truck stop in. About a year ago we started requiring that they do a capacity study to see if we can serve them or not, and we can't. We also did a master plan a year or so ago, they did a flow chart to look at what our future needs would be. Our problem is, we have an 8" water line leaving the water plant and we cannot get enough water out of the plant to get out there to serve these people. So, what needs to be done is the 8" that is leaving the water plant needs to be upgraded to a 16" or a 20". Really, the 16" is doubling the size of it. They suggested 16" at first and then went to a 20". I think the 16" is large enough. 20" pipe is \$30.00 a foot more than the 16". So, you are adding another \$100,000 to the job. And that is only 2500 feet it does not include \$100,000 bore that is going to have to go under I10 to tie into it on the South side. We have an easement already from the water plant that comes along I10 around towards Trade Days that is like a 20' x 5' easement that was done when they built the water plant and I also put a sewer line in there. Since we already have the easement, I just need them to engineer and design the project. When we increased the rates, part of the deal was is this is what we were going to use the rate increase for, to take the extra money we have to be able repair things and upgrade things.

Starting this month, you signed a check, we moved \$80,000 from the Water Fund into a Water Construction Account, that way we separate the money. I plan to move \$80,000 a month into the construction account and eventually when we get enough funds then we will probably do this project. Because we cannot serve anymore because we cannot get enough water out of the plant to prepare for the growth. So what will happen is it will come in at Charlies Bar and crosses the highway with an 8" line, so we will cross the highway in that area with 24" dry bore and it will probably run around \$100,000 and put a 16" through it and then turn and go South with it eventually. Just by bringing it across the interstate, once you cross you have an 8" that goes this way, this way and this way, so right now you have 1-8" feeding all the 8's in town. This way we will have a 16 feeding all the 8's in town and we will be able to serve the Truck Stop and RV parks.

Secretary Hankamer – What about the Wastewater. What is the impact are we able to handle that?

General Manager Shadden – Yes, when we ran it to Nutty Jerry's, we put a 6" line, so we have the capacity to handle the sewer.

Vice President Turner – Are you going to case it?

General Manager Shadden – Yes, I think last time the required a dry bore with a steel casing.

Secretary Hankamer, made a Motion to approve LJA Engineering to design a **16"** water distribution line from the Winnie Water Plant to the south side of Interstate 10 at a length of 2500 feet to meet future water distribution demands. The motion was seconded by Director Rayburn and it passed by unanimous vote.

Agenda Item 11:

AMENDING THE OVER 65 DISCOUNT

General Manager Shadden – We have had several people complain that they were in nursing homes, etc. and cannot physically appear in person, so we are asking the Board if we will let them take a selfie of the person with their drivers license or some type of identification card so that if the person is in that bad of shape, they can do it electronically and send it to us. It I a way to help the disabled.

Mike Will – The way our policy is now, you must appear in person.

Director Nicely, made a Motion to approve amending the over 65 discounts to accept a selfie with a copy of identification if a customer cannot appear in person. The motion was seconded by Director Rayburn and it passed by unanimous vote.

Agenda Item 12:

RESOLUTION 23-28

General Manager Shadden – This is standard procedure; we have to approve the Tax Roll every year. We do this for Chambers County and Jefferson County.

Secretary Hankamer, made a Motion to approve Resolution 23-28 The Jefferson County Certified Tax Roll. The motion was seconded by Director Nicely and it passed by unanimous vote.

Agenda Item 13:

REPAIR ENGINE AND UNDERCARRIAGE OF THE 78 LINK BELT DRAGLINE

General Manager Shadden – We had talked about when we finished digging Spindletop out that we would come back and try to repair the tracks and everything else that was wrong with the crane. It has been run hard for a year. Inman, the company that put in all the clutches and stuff closed and went out of business. So, we had Bado come out and they helped us put the counterweight on it when we set it back up as a crane to do Jenkins Weir. The dragline needs new tracks, rollers, sprockets changed and all the stuff that needs to be done, Bado gave us a bid of \$53,234.

Secretary Hankamer, made a Motion to approve repairing the engine and undercarriage of the 78 Link Belt Dragline. The motion was seconded by Director Nicely and it passed by unanimous vote.

II. DRAINAGE REPORT:

Amos Roy reported on Drainage.

SPINDLETOP BAYOU S. OF SH65:

Komatsu Dozer – This machine is reworking the right of way of the drain.

Old Fecon: This machine is cutting the right of way.

Long Reach 326' – This machine is cutting the drain and the far side slope.

EAST FORK OF DOUBLE BAYOU:

Newest Fecon- This machine is cutting on one of the several tributaries that we have in this area.

Komatsu Grinder – This machine is cutting the main leg of the East Fork of Double Bayou. This machine will also dip out the drain after cutting.

EAST FORK OF DOUBLE BAYOU(Jenkins Weir Project):

Dragline, Long Reach Cat and Short Reach Cat – We have almost completed the wall across the bayou. We still have to do the wing walls and form up for concrete. I would say around 30% or more complete at this point.

GORDY MARSH BAYOU:

Komatsu Mower Long Reach – This machine is dipping vegetation out from in front of crossings.

Note: Our New Komatsu Short Reach that we took delivery of several months ago is getting outfitted with a pony engine and forestry cutter head. Also, the gentleman that will be looking at the salt check anodes is to be out on site after the 1st of the year.

SPRAY CREWS:

1. Through the off season we will continue to mow when possible. Crew members help with anything from moving equipment to helping with projects such as the weir project going on.

I. UTILITIES REPORT:

Mike Will reported on Water and Wastewater.

1. Texas Aqua Store is the manufacturer for the new Hankamer WWTP. They are still working on the scum rake. The rake is tripping daily due to it dragging on the scum box. They have been working with LJA to correct this issue. They will be adding more supports to the rake arm to prevent the dragging problem.
2. We have been having an issue at the West WTP. The filter water lift station pumpage has been decreasing over the past few months. These pumps transfer water from the plant to a chemical injection area then to the ground storage tanks. We disassembled the piping at the chemical injection area and found the 8" line with a 50% blockage. We anticipated this issue and had materials onsite to bypass it until new piping can be received. We believe this issue is being caused by caustic being injected at this point. This type of buildup is not uncommon, we estimate that this water plant has produced approximately five billion gallons of water since it was put online. Materials have been ordered.
3. Last week we met with Engineers with Plummer to discuss the scaling issue at the west water plant. The scaling problem is causing issues inside the plant. When scaling breaks off from the water sample lines, it stops up analyzers and injectors which in turn calls the operators out to repair. We have given Plummer all the information they have requested.
4. We now have the new mass communication system (Regroup) setup on our website for customers to sign up. Customers can use English or Spanish version, if a customer has difficulty signing

up, there is a contact number for them to call to receive help. This alert system will send out text messages, email and voice messages to customers in a specific area or area wide. This system will be used to notify customers of boil water notices, boil water rescind notices, scheduled outages or water use restrictions if needed.

COMPLETED WATER AND SEWER LINE INSTALLATIONS:

Residential Grinder Stations – 6
Sewer Discharge line - - 665'
Sewer Main Line– 130'
Gravity Sewer Tap - 1
Water Meters Installed – 10
Water Meter in Cypress Point – 14

IV. EXECUTIVE SESSION

GOVERNMENT CODE 551, SUBCHAPTER D
SECTION 551.071 - CONSULTATION WITH DISTRICT'S ATTORNEY REGARDING POSSIBLE LITIGATION
SECTION 551.072 - DELIBERATION ABOUT REAL PROPERTY
SECTION 551.074 - MATTERS OF PERSONNEL
SECTION 551.075 - CONFERENCE WITH EMPLOYEE
SECTION 551.076 - TO DELIBERATE THE DEPLOYMENT OR SPECIFIC OCCASIONS FOR IMPLEMENTATION OF SECURITY PERSONNEL OR DEVICES

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive session of the Board should be held or is required in relation to any agenda item included in this Notice, then such closed or executive meeting or session, as authorized by the Texas Open Meetings Act, will be held by the Board at the date, hour, and place given in this Notice concerning any and all subjects for any and all purposes permitted by §551.071-551.084 of the Texas Government Code and the Texas Open Meetings Act, including, but not limited to, §551.071—for the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.

V. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION.

VI. BOARD MEMBER REPORTS:

Secretary Hankamer – It looks like we had a really good year. I want to praise all the guys out in the field, especially with the heat that we had. We have gotten so much done in drainage, we hated having the drought, but it helped on that end of it and I want to congratulate them and thank them.

Mike Will – Yes it is kind of a two sided sword there, in a sense that it helps the drainage so much to have those dry conditions versus the utility side.

Secretary Hankamer – Yes it hurts the water side.

Mike Will – I agree that they both have done a great job.

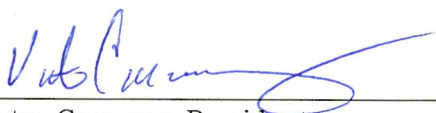
VII. Service Awards Luncheon for Employees

VIII. ADJOURN.

Secretary Hankamer made a Motion to Adjourn to the Safety Awards Luncheon for the Employees. The motion was seconded by Director Nicely and it passed by unanimous vote.


Meeting Adjourned at 10:47 a.m.

READ AND APPROVED:



Victor Caraway, President

Attest



Les Hankamer, Secretary

Date: 1-10-24