

MINUTES OF A REGULAR MEETING  
OF  
TRINITY BAY CONSERVATION DISTRICT  
Wednesday, February 12, 2025  
9:00 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 Wednesday, February 12, 2025, with the following Directors present:

Victor Caraway	President
Les Hankamer	Vice-President
Rick Nicely	Director
Annette Rayburn	Director

Also present were Jerry Shadden, Crystal Threadgill, and Amos Roy, District Employees; Kate Leverett of Germer PLLC, District Counsel, and Xi Zhu.

**Agenda Item 1:**

President Caraway called the Meeting to order at 9:00 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

Xi Zhu – Came to discuss his high-water bill.

**Agenda Item 4:**

APPROVE MINTUES

Director Nicely made a Motion to approve the Minutes of a Regular Meeting held January 15, 2025. The motion was seconded by Director Rayburn and it passed by unanimous vote.

**Agenda Item 5:**

FINANCIAL REPORTS

Director Rayburn, made a Motion to approve the Financial Reports for January 31, 2025. 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 January 31, 2024. 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:**

PURCHASE OF 500 -5/8 AUTO READ METERS

General Manager Shadden – 90% of our problems are meter reading. At this time, we have replaced quite a few to auto read meters. We have 3,264 meters left to change and we had a total of 5318, so we are not quite at 50%. We talked with Core & Main, MK Construction and 2 or 3 others about coming in and helping us change them out. Just someone who could come in from the outside, price is not that high and they could change all 500 meters in a couple of weeks. We are fixing leaks and all the other things that the water department does along with changing some of the meters out. We changed out 69 this month with a total of 263 since October. This is letting the crews work overtime on the weekend for the change out, so it is actually cheaper to have a contractor come in and change them for us.

We have pretty much used all the ones that we had and just received another 500. The guy was supposed to start this week and if that is the case, we would like the Board to approve an additional 500 that way we can get them ordered and here and that would be another 1000 we have changed out and that would put us at 2,264 that we will have left and we will be over 50%.

Secretary Hankamer – Are all the new meters we are putting in in these new subdivisions AR meters?



General Manager Shadden – Yes. All the subdivisions for the last year and half are automatic reads. We just bought another reader for \$11,000.00 so we have one for the Winnie side and one on the Anahuac side and they just drive down the street and it reads them. It takes the human element out of it completely.

President Caraway – Just doing the quick math on it, we have 500 back there and that will leave us 2700 to change after we do those, cost in material and labor probably around \$300.00 so, we are at about \$800,000.00 left at this point to go.

Secretary Hankamer – To have them all swapped out.

President Caraway – To have them all swapped out. Just to kind of know where we are in the ball game.

Secretary Hankamer – That is on 5/8”?

General Manager Shadden – Yes. We have a few 1” and some larger, like Sonic or some others, the meters are so new, you can just go change the head out.

Secretary Hankamer – Anything we change out, whether they are broke or out in new will be the electronic reads?

General Manager Shadden – Yes. For instance, right now, I would like to go into Executive Session now to discuss one of our meter reader employees. I had Rex that retired and we brought him back as a temporary employee to help with reads. They are reading 1000 each and in a rural area like this, it is different than in a subdivision where you can walk down the street and read. That is a lot for them to read. I saw them reading Friday and Saturday to finish. We are wasting money on overtime having to read on the weekends and I believe auto reads is the answer.

Secretary Hankamer, made a Motion to approve purchasing five hundred 5/8 auto read meters at a cost of \$115,000.00. The motion was seconded by Director Rayburn and it passed by unanimous vote.

**Agenda Item 9:**

RESOLUTION 25-01; TRAYLOR & ASSOCIATES APPROVED TO PROVIDE APPLICATION & PROJECT RELATED MANAGEMENT SERVICES

General Manager Shadden – When we apply for grants, we must have a Grant Administrator and an Engineer up front and we must advertise and put it in the paper for so many days. I believe we had 5 or 6 people respond, and going through the applications with Diane, we picked LJA since they are our engineer already and they know our system. Going through the process, we are looking at hiring Traylor and Associates as the Grant Administrator and LJA for the Engineering Services and they will go ahead apply for the grants.

They came up with another \$300 million that was left over from like hurricanes and flooding, so they State has this money to get rid of for generators, drainage projects, etc.

Director Nicely – Is it going to be out of pocket?

General Manager Shadden – We had to pay to advertise for it, but unless we are awarded a Grant it just sits there until it goes away. On the same note, I received an email that FEMA has been shut down. As of right now, anything that was out there, they are not giving out any more money until I guess DOGE goes through it and decides whether they are going to pay out any more money or not.

Secretary Hankamer, made a Motion to approve Resolution 25-01 a contract for administrative services pertaining to the application and implementation, if awarded, of the District’s 2024 Flood Mitigation Assistance (FMA) grants from the Texas Water Development Board and authorizing the execution of a contract. The motion was seconded by Director Nicely and it passed by unanimous vote.

**Agenda Item 10:**

RESOLUTION 25-02; LJA ENGINEERING APPROVED TO PROVIDE PROJECT RELATED ENGINEERING SERVICES

General Manager Shadden – Same as above, this is for the engineering services part.

Director Nicely, made a Motion to approve Resolution 25-02 a contract for engineering services pertaining to the application and implementation, if awarded, of the District’s 2024 Flood Mitigation Assistance (FMA) grants from the Texas Water Development Board and authorizing the execution of a contract. The motion was seconded by Director Rayburn and it passed by unanimous vote.

**Agenda Item 11:**

REVISING AMOUNT TO PLUMMER INC.

General Manager Shadden – Victor and I met with Plummer and Associates on this study going all the way down to Smith Point as far as looking at the whole system. The whole contract together was about \$140,000.00. When we went with them, we explained that there is no growth in Smith Point and that we need to finish this study around I10 where we are having some growth. So, we got them to modify it so that when this is done it will tell us exactly what size lines that we need to improve. It will do a complete model, let’s say at White’s Park they are going to go put another 300 home subdivision in, you



could plug that into this model and it will tell you what size line and how much it is going to take and how much needs to be done at the sewer plant to facilitate it. This is what we did with the 20" water line.

President Caraway – Will it cover all of Anahuac?

General Manager Shadden – Yes, it will cover Anahuac out to I10. It covers the area where the growth is.

President Caraway – It won't go as far as Oak Island or anything?

General Manager Shadden – I do not believe it goes out as far as Oak Island or Smith Point. It will show everything that goes into Anahuac Sewer Plant and everything that goes into the Hankamer Sewer Plant.

Secretary Hankamer made a Motion to approve revising the amount to Plummer Inc. to use the data collected in TO-1 and TO-2, to develop a collection system model and capacity for the West Service Area only, at a cost of \$63,875.00 instead of the pre-approved amount of \$40,920.00. The motion was seconded by Director Nicely and it passed by unanimous vote.

#### **Agenda Item 12:**

##### **READINGS DONE BY BLUE BONNET 3D SEISMIC**

General Manager Shadden – Seismic people are coming through again using the vibratory where they put it down on the ground and shake it to get reading. They offered us \$500.00 to do it on the back of the wetlands. Kate has read and approved the contracts.

Director Nicely, made a Motion to approve allowing Blue Bonnet 3D Seismic to take readings at the back of the Water Treatment Plant in Winnie, for a fee of \$500.00. The motion was seconded by Secretary Hankamer and it passed by unanimous vote.

## **II. DRAINAGE REPORT:**

Amos Roy reported on Drainage.

### **CLCND/TBCD SIPHON PIPE PROJECT:**

The Siphon pipe change to begin on January 21, 2025, however due to the recent freeze we had to delay the start to February 3, 2025. We were able to finish getting the dams in place on 2-24-25. We will start excavating the old siphon as soon as possible. Equipment is being used on this job is as follows. Cat 326 Long Reach, Cat 329 Short Reach, Cat D3 Dozer, Komatsu D65 Dozer and the Komatsu Long Reach. Projected completion 2-20-25.

### **JOBS ON HOLD DUE TO THE SIPHON JOBP:**

Cleaning of Crooked Bayou; Bridge build at Crooked Bayou; Cleaning of Onion Bayou Tributary; Spindletop spoil dressing South of Franzen Rd.

### **TWO CROSSINGS ON ONION BAYOU:**

There were two crossings that were in terrible shape around Onion Bayou. Our operators replaced the two crossings with 60-inch pipe using the D3 Dozer, 308 Mini Excavator and one of the Komatsu Long Reach machines.

### **ELM BAYOU WATERSHED NORTH OF FAIRVEIW:**

The CAT Fecon unit is working this section of the water shed.

### **RUSH DITCH NORTH OF IH-10:**

The Cat 324 long reach is working this location. He is now on the east side of the drain heading south.

### **EAST BAY BAYOU TRIBUTARY:**

The Komatsu Grinder unit is cutting on this watershed.

### **OYSTER BAYOU DEBRIS CLEANUP:**

The severe storm that came through on December 28 produced a tornado that came through Chambers County. It destroyed Mr. Enloe's hay barn and boat shed ultimately putting the debris in Oyster Bayou. Mr. Enloe contacted me on January 27 and I sent one of our four machines along with a crew and the boat to remove the debris on January 28.

### **TBCD/DD6 EROSION CONSERVATION PROJECT:**

In an effort to stop the erosion that is happening in an area of Spindletop, TBCD is working together to set rip rap materials on the West side of the East bank of Spindletop. A permit

must be acquired before any excavation can be done. The is roughly 400 feet that needs to be done.

**III. UTILITY REPORT:**

Jerry Shadden reported on Water and Sewer.

**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.**

The Board adjourned to Executive Session at 9:44 A.M. to discuss a personnel matter.

The Board returned to Regular Session at 10:04 A.M.

**Actions on items discussed in Executive Session:**

No action was taken after Executive Session.

**VI. BOARD MEMBER REPORTS:**

None.

**VII. ADJOURN.**

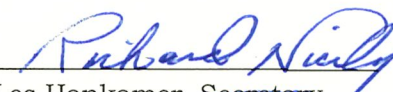
Secretary Hankamer made a Motion to Adjourn. The motion was seconded by Director Nicely and it passed by unanimous vote.

Meeting Adjourned at **10:06 a.m.**

READ AND APPROVED:

  
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Victor Caraway, President

Attest

  
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~~Les Hankamer, Secretary~~  
Richard Nicely, Director

Date: 4/9/25