

MINUTES OF A REGULAR MEETING
OF
TRINITY BAY CONSERVATION DISTRICT
Wednesday, June 18, 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, June 18, 2025, with the following Directors present:

Victor Caraway	President
Les Hankamer	Secretary
Rick Nicely	Director
Annette Rayburn	Director
Justin Woody	Director

Also present were Jerry Shadden, Crystal Threadgill, and Amos Roy, District Employees; Kate Leverett of Germer PLLC, Gloria Way of the Seabreeze Beacon, Celeste Denora of the Vindicator, Josh Kahla - Chambers County Constable, Precinct 5, and Jerry Grimes.

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

None.

Agenda Item 4:

APPROVE MINTUES

Director Nicely made a Motion to approve the Minutes of a Regular Meeting held May 14, 2025. The motion was seconded by Secretary Hankamer and it passed by unanimous vote.

Agenda Item 5:

FINANCIAL REPORTS

Secretary Hankamer, made a Motion to approve the Financial Reports for May 31, 2025. The motion was seconded by Director Nicely and it passed by unanimous vote.

Agenda Item 6:

TAX REPORTS

Director Nicely, made a Motion to approve the Tax Reports for May 31, 2025. The motion was seconded by Director Rayburn and it passed by unanimous vote.

Agenda Item 7:

ACCOUNTS PAYABLE/RECIEVABLE

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:

FY 2025 BOND APPLICATION

General Manager Shadden – I sent out an email on it yesterday requesting from everyone where we were at on it, but Kate may want to speak on this.

Kate Leverett – The engineers are still preparing the Bond Applications for the in-depth process and they should have it finalized soon so that we can submit it. They have all passed the early *(inaudible)* resolutions sent in so than any expenditures that you have will be reimbursed when we issue the debt.

President Caraway – What is the timeline, I am just unfamiliar from this point to the point where it is finalized?

Kate Leverett – The financial guy was hopeful to close on the bond issue by the end of this year. We are going to do an expedited review with the TCEQ and hopefully they can review it within 30 – 60 days and once they give us that order we can go out to the marketplace and schedule a closing.

President Caraway – Okay, good.

General Manager Shadden – On that note, I spoke to the TCEQ last week. They contacted me and asked me where we were at on the tank. I explained to them that we were 95% complete on the design and they should have that by the end of the month submitted to the TCEQ. I also explained to her that we were selling bonds to pay for the tank and she asked if I thought we would be through by the end of the year and I told her it was possible but that it might be longer than that, but since we are moving forward they were pleased.

Director Nicely – She said through by the end of the year, are we talking about having the bond issues through or the tank?

General Manager Shadden – Yes, the bond issue. And probably we will bid the tank somewhere around the end of the year.

Director Nicely – Okay.

President Caraway – Very good.

NO ACTION NEEDED.

Agenda Item 9:
20" WATER LINE PROJECT

General Manager Shadden – We had a preconstruction meeting at the end of last week with the contractor, Eastex Utilities, and they are ordering all of the materials now, the 20" water line is available but the 24" casing that goes under the freeway, they are going to have to erect it and build it. Right now we do not have a delivery date on it but they have been awarded the job and are actively working on getting things ready to do the job.

Secretary Hankamer – What is the casing?

General Manager Shadden – It is a 24" HDPE. I was telling Victor, I actually went to Bristol, Tennessee to the factory one time and it was pretty amazing to see how they bring that stuff in in pellets and melt it down and strube it out and make a run of different size pipes. My understanding is that they are going to probably make the 24' case.

NO ACTION NEEDED.

Agenda Item 10:
WATER TANK DESIGN

General Manager Shadden – I touched on that earlier. It is 95% complete. The last thing that we did was add orthotic protection to it to make sure that it did not rust. They feel like they should submit the plans to the TCEQ by the end of the month and other than that it is a bond issue to pay for it.

President Caraway – The other two projects we are going to move forward and pay for them and then just reimburse ourselves.

General Manager Shadden – yes.

President Caraway – Okay.

NO ACTION NEEDED.

Agenda Item 11:
WESTSIDE WASTEWATER EVALUATION STUDY

General Manager Shadden – I met with them yesterday afternoon about an hour and a half and they have put everything together in very detailed plans. How much pressure and velocity and they still have a few more questions as far as pump size whether it will be an F style pump or an N style pump, so they are being very detailed about it. They felt like we were in pretty good shape on the other side as far as that goes. There were a few places up by Stuckey's where they can't *(inaudible)* at the same time, you might have 60 psi on the line but most of the places it was within the velocity and the pressure range. It looks better than just thinking about hey it is a 4' line and we are putting 250 homes in it, the actual engineering study is showing it is better and I want to say they should have this wrapped up in a month or so. This is where Jerry Grimes comes in and he is doing Lakes of Anahuac and there is another one right across the street from the one that is there now that they talked about bringing it around to I10. So they are going to try to incorporate all of those, the ones that they brought to us that we know that they are wanting to do, into the study so they you can just click on them and it will say this is what you are going to have to do. It is getting close to being finished.

President Caraway – It will be user friendly where we can look at diverting some of the sewer from going to Anahuac to go to Hankamer and see what we can add to it that way?

General Manager Shadden – Yes, all of that is involved in it. We looked at going all the way to Smith Point at one time but, it is so comprehensive that we decided to shrink it down to just North of I10 to 61 in the populated area to finish it up and give us what we need.

Director Nicely – This is looking at not only now but in the future?

General Manager Shadden – Yes, and this is what they did with the hydraulic model on this side for the water. Let's say they want to put in 1,000 lot RV park out here and all he has to do is plug that number in and it tells him that the 8" line is not enough and you will only have 20 psi at the end so you will need to upgrade to the 20" line and this is how we ended up with the 20" to come out of the plant and under the freeway and they will give us enough for the Stuckey's that they are building at the off ramp. So, the 20" will provide enough for Stuckey's, the RV park and the truck stop going in right there.

NO ACTION NEEDED.

II. DRAINAGE REPORT:

Amos Roy reported on Drainage.

FLOATING FENCE INSTALLS:

We installed two floating fence structures on Oyster Bayou and one at Rush Ditch this past month.

ONION BAYOU TRIBUTARY:

We are using a Komatsu long reach to dig out the silt and vegetation blocking the flow of this water shed.

ELM BAYOU WATERSHED NORTH OF FAIRVIEW:

The CAT Fecon and a Komatsu long reach are working together int his area.

SPINDLETOP NORTH OF IH10:

We started cutting vegetation on this section of Spindletop on April 14, 2025, using a Cat long reach machine.

DOUBLE BAYOU TRIBUTARY:

We started on this watershed 4-29-25 with the Komatsu Fecon machine. We have added the Komatsu Dozer and the CAT 308 to this location. When we are able, we are cutting both sides of the drain as well as dipping out the drain to improve flow.

SPRAY CREW:

Ground crews are spraying on the North side of Winnie and were able to cover approximately 18 miles of watershed. They also continue to mow ditch right of ways when weather is not permissible for herbicide applications.

WINNIE WATER PLANT:

Our crew assisted the Winnie water plant operators in changing out the flocculator paddles at the plant. WE used the dragline as a crane to complete the job.

NEW ATTACHMENT:

We recently built this rake attachment to fit onto our Komatsu long reach machines. This rake will aid in the removal of log and large debris while allowing the water to pass through.

TO BE NOTED:

We had an incident with the dragline. No employees were injured during the incident. The boom and gantry of the dragline were damaged during the incident. We hauled the machine to Bado Equipment in Houston to get it looked at.

Also, the engine for the long reach Cat machine is said to be ready for install. As soon as it dries up enough to be able to get back to this location, the technicians will install the engine into the machine.

III. UTILITY REPORT:

Jerry Shadden reported on Water and Sewer.

David is out on vacation this week so I will be doing the Utility report. We completed 1 gravity installation, 3 grinder installations, 1,018 ft of discharge line, 7 water meters were installed, new subdivision meters installed were 4, we changed 90 meters out this month with our own crews and we have down a total of 680 new auto reads to date. They have pulled 48 meters out of the system, these are vacant homes, etc., that we do not have to go to and read and that makes a total of 200 meters that we have taken out.

We have 16 grinders that need to be put in, but it is so wet right now that we will tear up people's yards. We have 1 duplex grinder to put in, 16 water meters, 2 fire hydrants, 2 water taps and a couple of permits pending at TXDot, and we have 1 capacity study that is with the engineering firm.

We did have a problem with one-meter reader on this side last month, he estimated his readings for 2 months and he underestimated and now these people have high bills. We have a program that catches it when the bill is way over what is normal and when it is flagged, we would go back and do a reread of that meter. So, he is no longer with us, and we have asked Skeeter to come back and read to help us out. We took and adjusted the average of these people's bills, and I think that we got everyone, but if someone else complains we will look at it to help rectify this situation.

General Manager Shadden – Kate, if you don't mind, I have a question.

Kate Leverett – No.

General Manager Shadden – Okay. I talked to you about the Church down there in Smith Point, they have 2 separate buildings so they should have 2 separate meters. We sent them a certified letter and I talked to their attorney and I explained to them what they needed to do, and they still haven't done it. So, where do we go from here? Can we charge them double, like 2 basic fees, even though we do not have a meter there, we are at least getting the basic fee?

Kate Leverett – Can you just send me the policy since this is my first notice of this so I can investigate it?

General Manager Shadden – Yes.

Director Woody – What is out policy?

General Manager Shadden – We have a policy that each individual unit must have its own meter other than an RV Park by law. So, we do have a policy and the TCEQ has a policy that every apartment complex now, if you have 30 units, they all must have their own meter. The reason that they did that is because if you pay \$500.00 a month and your water and electricity is figured into it, you don't care how water you use or if the air-conditioning is set on 65 all the time because all you pay is \$500.00.

Director Woody – Right.

Kate Leverette – Just send me the Policy and the letters that we sent them so I can look at everything and I can send them another letter and I can speak to their attorney.

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.

Not to accept the resignation of Jerry Shadden.

VI. BOARD MEMBER REPORTS:

Director Rayburn – Yes, I would like to elaborate a little more on the Belton Lane and 73 leak for years that was not corrected. On Belton Lane for 6 months he sent (*Inaudible*) emails and no one called him or made contact. Did you? A Mr. McWilliams, he said he spoke to you?

General Manager Shadden – Yes (*inaudible*).

Director Rayburn – Why did it take 6 months and years to fix these leaks?

General Manager Shadden – I do not know, but when it was brought to my attention, I took care of it. We are working on a computer system that all this goes in there but...

Director Rayburn – You have an inch thick of work orders that aren't complete or are incomplete.

General Manager Shadden – Yes ma'am.

Director Rayburn – Why do y'all not have a work order system?

General Manager Shadden – There is not enough staff here to write a program like that, it takes so much time and effort to do it....

Director Rayburn – So we will continue to lose water on these issues. We are losing water on all these issues.

General Manager Shadden – The one on Belton Lane, I do not think he has been without water for 6 months.

Director Rayburn – No he hasn't been without water he has had low pressure in a 2 ½ inch line going out into his pasture.

General Manager Shadden – Yes it was broken in his pasture.

Secretary Hankamer – It was on his side, right?

General Manager Shadden – No, where the line was broken, it was going across of his pasture. But it was not broken on Belton Lane Extension. We are trying to address the issues of how we can better track work orders, these requests are into our computer program, AVR, in tier 3 trying to find a way to keep from this happening. Talking about meter readers, you go into their truck and come to find out they have a stack of work orders that he hasn't done yet.

Director Rayburn – Y'all knew about that meter reader for months and continued to not do anything about it.

General Manager Shadden – Okay.

Director Rayburn – That falls under deceptive trade practices. All these people that are getting these outrageous bills, it is not fair to them. And I know you adjusted them, but it is still not fair because he never was dealt with. And then you said everything was better, he read the meters, we couldn't fire him. No, he did not read meters, you are not going to have a meter with 0000. I went out there 2 weeks and it is already 4.8. So, you did not handle your issues.

General Manager Shadden – Okay.

Director Rayburn – Then I get a disturbing phone call from you and I am going to see if you are a man of your word, that you told me in a very unprofessional tone, that you were going to resign at the end of this meeting.

General Manager Shadden – Yes ma'am, you and I talked about it and I tried to explain to you and I did everything I could to address the situation and that was not good enough and so yes, here it is, I will be glad to resign if that is what the Board wants me to do.

Director Rayburn – I am sure the people of Winnie will be very pleased.

General Manager Shadden – Okay. I think that would be an Executive session thing for Kate, what do y'all want to do about that?

Kate Leverett – Yes, we can go into Executive Session under Personnel.

General Manager Shadden – Okay.

President Caraway – We will adjourn for executive session.

Regular Meeting Closed and convened into Executive Session at 9:31 a.m.

Executive Session Closed at 9:45 a.m. and reconvened into Open Session.

President Caraway – The Board is back in session, and we have decided at this time not to accept your resignation, Jerry.

Director Rayburn – I want to go on record as disagreeing.

President Caraway – Noted.

VII. ADJOURN.

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

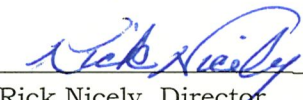
Meeting Adjourned at **9:50 a.m.**

READ AND APPROVED:



Victor Caraway, President

Attest



Rick Nicely, Director

Date: 7-9-25