

GREEN DeWITT DRAINAGE DISTRICT

Doug Sethness, President
Larry Coppedge, Vice President
John Varela, Secretary
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Green DeWitt Drainage District met in **Regular** Session on the 17th day of April 2023, at 11:00 A.M. in the Conference Room of the District's office at 107 N. Gonzales Street, in Cuero, Texas with the following members present:

Doug Sethness, Director
John Varela, Director
Larry Coppedge, Director

Staff: Jennifer Urban, General Manager
Pat Trevino, Office Manager
Ignacio Granado, Crew Foreman
Emil Garza, Part-Time Maintenance Crew
Andrew Abrameit, Attorney

ANNOUNCE QUORUM & CALL TO ORDER:

Mr. Sethness called the meeting to order at 11:00 a.m.

PUBLIC COMMENT:

NONE

MINUTES:

The Regular minutes from March 20, 2023, meeting were approved upon a motion by John Varela and seconded by Larry Coppedge and the motion carried.

The minutes from the Closed Session meeting from March 20, 2023, were approved upon a motion by John Varela and seconded by Larry Coppedge and the motion carried.

FACILITIES – MAINTENANCE, IMPROVEMENTS & PROJECTS:

The field report was made by Ignacio Granado providing an update on the daily operations of maintaining the channels. His last report was made on March 20, 2023. Since then, maintenance on the channels has continued as usual. There was new graffiti on the cemetery wall on Valley St. And there has been an increase in trash being thrown in the channels resulting in two to three bags of trash being collected weekly.

As for the electrical work that was contracted to R&R Electrical Company. It has all been completed and pictures were provided to the board for viewing. In addition, the district truck and the Kubota now have our district emblem.

Furthermore, Mr. Granado and General Manager screened employment applications for the maintenance position and held interviews with the three most qualified. A decision to fill the position should be reached by the end of the week.

General Manager provided a slideshow with photos of the recent electrical work completed at the District yard and she showed pictures of the most recent graffiti and illegal trash dumping at our channel.

In conclusion, for future projects, Mr. Granado explained that the fence around the maintenance yard needs repair and that trees need to be removed from the West lateral spillway. There is additional cleanup required and the need to spray pesticide on the chain link fence and slopes on Oil Mill channel next to the Energy Waste area.

GM REPORT:

General Manager elaborated on the annual synopsis for days March 24 thru April 13, 2023. During that period the district filed a police report on March 24, 2023, because our district truck was vandalized, and a window was shot out from our truck. According to the police report the incident occurred at our maintenance yard at 215 Hamilton St. where the police reported similar acts of vandalism in the area that same evening. The district received quotes from vendors to repair the broken window and the bid was awarded to Texas Glass and Tinting.

On March 27, 2023, General Manager and Doug Sethness attended Commissioners Court and presented the Annual audit and discussed the district boundary expansion. A follow-up meeting was held with Commissioners Court on April 10, 2023.

Then on March 27, 2023, another police report was filed because of illegal dumping and graffiti at Hillside Cemetery/Valley Channel.

On April 5, 2023, General Manager and Doug Sethness attended a Regional Flood Planning Group Meeting.

General Manager presented information on TWCA Public Funds Investment Act training held June 5, 2023, at a cost of \$120 which she is required to take and needs approval from the board.

Motion:

A motion was made by John Varela to approve that General Manager attends the Zoom training on June 5, 2023. Larry Coppedge seconded the motion and the motion carried.

SECURITY:

Emil Garza provided information to the board regarding information he gathered from the police department relating to any potential gang-related graffiti.

The board requested Attorney Andrew Abrameit attend the meeting for legal counsel in dealing with the illegal dumping of trash in the district channels and with the increase in vandalism.

EXECUTIVE SESSION:

The board went into Executive Session at 11:22 am code 551.07 regarding consulting with Attorney Andrew Abrameit and contemplating legal options regarding certain matters.

The board exited Executive Session at 12:08 pm. No action was taken.

ENGINEERING:

General Manager notified Doucet requesting which of the two maps on record is the correct map because of discrepancies she found between the two maps.

GLO GRANT UPDATES:

An update on CivilCorp's progress includes acquiring the right of entry, setting project control, aerial photography and lidar, creating a 3D model of the flood basin, creating a topographic map of the project area, evaluating channel hydraulics, laying out construction plan sheets (plan and profile) and cutting existing cross-sections.

Furthermore, an invoice was submitted by Public Management for service dates 10/25/22 – 2/8/23 Project title: General Land Office (GLO) CDBG Mitigation Grant Project (Contract #22-119-011-D506). This will require approval from the GLO but will need the signature of our board president, Doug Sethness.

PERSONNEL MATTERS:

General Manager submitted updates and changes to the district's personnel policy and procedure manual which the board reviewed as of last month's meeting. Updates included drug testing, inclement weather policies, and progressive disciplinary action policies.

Motion:

Larry Coppedge made a motion to accept the updates and changes made to the district's personnel policy and procedure manual recommended by General Manager. Doug Sethness seconded the motion and the motion carried.

FINANCIAL MATTERS:

The board members reviewed and discussed the standard financial reports, and the Directors Activity log.

MOTION:

Larry Coppedge made a motion to accept the financial reports and Doug Sethness seconded the motion and the motion carried.

SCHEDULE NEXT MEETING:

The district's next meeting is scheduled for Monday, May 22, 2023, at 11:00 pm in the conference room of the district's office at 107 N. Gonzales, Cuero, Texas 77954.

MOTION:

Larry Coppedge made a motion to adjourn the meeting and Doug Sethness seconded the motion and the motion carried.

ADJOURN:

John Varela left the meeting at 12:45 and the Meeting was adjourned at 1:23 pm.

Sincerely,

Director

Jennifer Urban, General Manager