

DeWITT COUNTY DRAINAGE DISTRICT NO. 1

Doug Sethness, President
Joseph Olive, Vice President
John Varela, Secretary
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DeWitt County Drainage District No. 1 met in **REGULAR** session on **APRIL 26, 2022** at **11:00 A.M.** in the Conference Room of the District's office at **107 N. Gonzales Street**, and departed by **Privately-owned & District owned vehicles** from the District's office at **107 n. Gonzales Street**, Cuero, Texas, with the following members present:

Director Doug Sethness
Director Joseph Olive

Staff: Jennifer Urban, Deputy General Manager
Ryan Parker, Office Manager
Ignacio Granado Jr., Crew Foreman

ANNOUNCE QUORUM & CALL TO ORDER

Mr. Sethness called the meeting to order at 11:00 A.M.

PUBLIC COMMENT

No public present.

MINUTES

MOTION: On Motion by Mr. Varela and second by Mr. Sethness, the District approved the following minutes:

March 15, 2022 Regular Meeting

FACILITIES – MAINTENANCE, IMPROVEMENTS & PROJECTS

Crew Foreman Ignacio Granado gave updates on recent work in the Maintenance department, such as routine mowing, weed eating and litter pickup in the District's channel system. The Maintenance Department has been working on certain areas of the system with help from the City of Cuero, using equipment and manpower to build a ramp on a slope on the Oil Mill Channel, clearing silt from the channel bottom. Mr. Granado gave an update regarding a John Deere tractor with attachments for sale but thinks that the District would be better off spending money on equipment that has tracks instead of wheels, to better traverse the channel bottoms. Mr. Granado also informed the District that the Maintenance Department passed a recent routine inspection done by the Texas Department of Agriculture. The purpose of this inspection was to make sure the District was properly storing and handling its pesticide related chemicals and adhering to state regulations.

No action taken.

GM REPORT

GM gave updates for District operations including the need to approve an interlocal agreement with DeWitt County for routine maintenance work, meetings with the City of Cuero to discuss the Valley Channel Repair Project and another meeting for potential assistance and future work at the Gohlke Creek outfall and Evers St. GM gave further updates regarding land annexation research, engineer requirements and parliamentary procedures for open meetings. GM mentioned recent correspondence with that the Master Services Agreement with CivilCorp has been signed, and a termination of services letter has been sent to Foresite Group, LLC. Since the last report, the District has received an inquiry about the potential sale of property situated on Aggie Street and along Daule Channel and has sent a certified letter to a property owner along the Ice House Channel to clean up debris out of that channel. GM presented several sources of Investment Officer Training for Board approval.

MOTION: On Motion by Mr. Olive and second by Mr. Sethness, the District approved the Texas Rural Water Association's Public Investment Training Program for General Manager Jennifer Urban.

MOTION: On Motion by Mr. Olive and second by Mr. Sethness, the District approved the Interlocal Agreement between the District and DeWitt County for periodic work throughout the District's Channel System.

EMERGENCY REPAIRS

District was informed that the Valley Channel Repair Project would begin on May 9, 2022.
No action taken.

ENGINEERING

No action taken.

GRANT UPDATES

GM discussed a potential grant opportunity from the ConocoPhillips Community Investment program, and also gave updates for the GLO/TDEM Gohlke Hollow Cleanup project.
No action taken.

POLITICAL BOUNDARY

No action taken.

NORTH CUERO WATERSHED

GM discussed an upcoming inspection for the North Cuero Watershed sites on May 11, 2022 at 11 A.M.
No action taken.

PERSONNEL POLICIES & PROCEDURES

District reviewed policy regarding the distinction between part-time and full-time employees, inclement weather protocols, and an amendment to vacation PTO. Mr. Sethness suggested further review and modification of these amendments before approval.
No action taken.

In accordance with Texas Government Code §551.074 discussion involving personnel matters, the District adjourned for executive session.

ADJOURN FOR EXECUTIVE SESSION AT 12:15 P.M.
RECONVENE AT 12:25 P.M.

PERSONNEL MATTERS

MOTION: On Motion by Mr. Olive and second by Mr. Sethness, the District approved an increase of the GM's annual salary to \$70,000, effective immediately.

DIRECTOR ACTIVITY LOGS

MOTION: On Motion by Mr. Olive and second by Mr. Sethness, the District approved the Director Activity Logs for January 2022 through March 2022.

FINANCIAL MATTERS

District reviewed monthly financial reports and mileage & expense reimbursement forms for Mr. Granado and GM.

MOTION: On Motion by Mr. Olive and second by Mr. Sethness, the District approved the following expense reimbursements:

I. Granado	\$30.00	Shop Services Expense
J. Urban	\$76.06	Mileage Expense

MOTION: On Motion by Mr. Olive and second by Mr. Sethness, the District approved the following financial reports:

Balance Sheet dated February 28, 2022 showing:

Current Assets of:	\$614,638.66
Current Liabilities of:	\$18,608.70

Balance Sheet dated March 31, 2022 showing:

Current Assets of:	\$605,615.55
Current Liabilities of:	\$21,905.75

Profit & Loss for February 2022 showing:

Total Income:	\$46,836.85
Total Expense:	\$20,812.65

Profit & Loss for March 2022 showing:

Total Income:	\$9,881.13
Total Expense:	\$22,201.29

Transaction List by Date February 12 through April 22, 2022

ADJOURN FOR RECESS AT 12:55 P.M.
RECONVENE MEETING AT 1:15 P.M.

District Board and staff departed from the District's office located at 107 N. GONZALES STREET, in Cuero, Texas along with sales representative Chuck Jones, of Kinloch Equipment & Supply to observe an equipment demonstration at a section of the Alexander Channel.

OBSERVE EQUIPMENT DEMONSTRATION AT A PORTION OF ALEXANDER CHANNEL

Board and staff observed a demonstration of remote-controlled mowing equipment from Kinloch Equipment & Supply of San Antonio.
No action taken.

SCHEDULE NEXT MEETING(S)

No meetings scheduled at this time.

ADJOURN

MOTION: On Motion by Mr. Olive and second by Mr. Sethness, the District adjourned the meeting at 1:55 P.M.

Sincerely,

SEAL HERE

Commissioner
rmp

Ryan Parker
Records Management Officer