

DeWITT COUNTY DRAINAGE DISTRICT NO. 1

Doug Sethness, President
Glenn Robertson, Vice President
Wallace W. Beck, Secretary
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DeWitt County Drainage District No. 1 met in **REGULAR** session on **AUGUST 31, 2018**, at **9:00 A.M.** in the Conference Room of the District's office at **106 N. Gonzales Street, Ste B**, Cuero, Texas, with the following members present:

Commissioner Doug Sethness
Commissioner Glenn Robertson
Commissioner Wallace W. Beck

Staff: Beth Chang Parker, General Manager
Ryan Parker, Administrative Assistant

Consultants: Andrew Abrameit, Attorney

CALL TO ORDER AND ANNOUNCE QUORUM

Mr. Sethness called the meeting to order at 9:03 A.M.

MINUTES

Mr. Sethness pointed out some typographical mistakes in the minutes for July 27, August 6 and August 17, and indicated areas where more detail was desired.

MOTION: On Motion by Dr. Robertson and second by Mr. Beck, the District approved the minutes for the following meetings, subject to revisions as discussed:

July 27, 2018 Regular Meeting
August 6, 2018 Special Meeting
August 17, 2018 Special Meeting

In accordance with Texas Government Code §551.072, dealing with matters regarding the purchase, exchange, lease, or value of real property, the District adjourned for executive session.

ADJOURN FOR EXECUTIVE SESSION AT 9:14 A.M.

RECONVENE SESSION AT 9:30 A.M.

REAL ESTATE

MOTION: On Motion by Dr. Robertson and second by Mr. Beck, the District directed GM to pursue possible real estate purchases.

DAULE CHANNEL PROJECT

GM discussed Daule Channel Project regarding property easement and maintenance, specifically at the location of the partially collapsed culvert near Charles Street.

District approved the draft of a letter regarding maintenance of the Daule Channel to the property owner nearby.

No action taken.

FACILITIES – MAINTENANCE, IMPROVEMENTS & PROJECTS

No action taken.

GM REPORT

GM gave updates on District signage project and confirmed decision to purchase "Entering District..." signs under current budget year.

GM & Assistant gave updates on stream gauge project, discussing TXDOT installation requirements and determined that GM ought to purchase remaining stream gauges prior to TXDOT approval.

No action taken.

ADOPT-A-HIGHWAY PROGRAM

District discussed the Adopt-A-Highway program and the potential workload it would put on District employees. District determined that it would not pursue the program at this time due to the low number of employees.

No action taken.

EMPLOYEE-PERFORMED MAINTENANCE

GM discussed need for credit accounts with Leske's Oil Company, Alamo Lumber Company and Wagner's Hardware for fuel, tools and supplies needed for day-to-day maintenance operations.

MOTION: On Motion by Dr. Robertson and second by Mr. Beck, the District approved Order No. 2018-06 to establish credit accounts for shop & maintenance expenses.

District discussed purchasing a 2019 Chevrolet Silverado 2500HD truck for maintenance operations through the purchasing cooperative Buy Board. Mr. Sethness wanted to confirm that the vehicle was indeed a work truck before making any purchasing decisions, checking that the least expensive option for that model was being quoted.

District discussed what kind of landscaping trailer would be sufficient for practical maintenance operations, comparing bids from Texas Trailer Supply for a 16x82 Loaded Landscape trailer in the amount of \$3,355, and a 16x83 Landscape trailer from Magnum Trailers in the amount of \$4,975.

MOTION: On Motion by Dr. Robertson and second by Mr. Beck, the District approved Order No. 2018-08 to purchase a landscaping trailer from Texas Trailer Supply, Inc.

District compared bids for lawnmowers from the purchasing cooperative US Communities, including a Model 900D-1.3L lawnmower from The Grasshopper Company in the amount of \$16,156.65, an F-series F2690 lawnmower from Scherer Kubota in the amount of \$18,978.13 and a John Deere 1550 TerrainCut Commercial Front Mower with 72" Side Discharge Mower Deck in the amount of \$22,927.14.

MOTION: On Motion by Dr. Robertson and second by Mr. Beck, the District approved Order No. 2018-09 to purchase a lawnmower from The Grasshopper Company.

NOTARY PUBLIC LICENSE, BOND FEES & STAMPS

GM's Notary Public License is up for renewal, including bond and registration fees.

MOTION: On Motion by Mr. Beck and second by Dr. Robertson, the District agreed to cover the costs associated with the GM's Notary Public renewal.

ADJOURN FOR RECESS AT 10:15 A.M.

RECONVENE MEETING AT 10:32 A.M.

REIMBURSEMENTS / DIRECTOR ACTIVITY LOGS

MOTION: On Motion by Mr. Beck and second by Dr. Robertson, the District approved the Director Activity Logs for August 2018.

DISBURSEMENTS & FINANCIAL REPORT(S)

MOTION: On Motion by Mr. Beck and second by Dr. Robertson, the District approved the following financial reports:

Balance Sheet dated July 31, 2018 showing:

Current Assets of \$538,186.66

Current Liabilities of \$15,893.12

Profit & Loss Detail for July 2018 showing:

Total Income: \$2,091.85

Total Expense: \$16,952.03

Transaction List by Date for July 28, 2018 – August 30, 2018**Transaction List by Date for August 31, 2018****PUBLIC COMMENT**

None.

SCHEDULE NEXT MEETING

Next SPECIAL meeting to approve Fiscal Year 2019 Budget and adopt 2018 Tax Rate will be September 7, 2018 at 9:00 A.M.

Next REGULAR meeting will be September 28, 2018 at 9:00 A.M.

ADJOURN

MOTION: On Motion by Dr. Robertson and second by Mr. Beck, the District adjourned the meeting at 10:48 A.M.

Sincerely,

SEAL HERE

Commissioner
rmp

Ryan Parker
Office Records Clerk