

GREEN DeWITT DRAINAGE DISTRICT

Doug Sethness, President
Joseph Olive, Vice President
John Varela, Secretary
E-mail: info@dcdd1.com



107 N. Gonzales Street
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Cuero, Texas 77954
Phone: (361) 275-9995

Green DeWitt Drainage District met in regular session on December 12, 2022, at 11:00 A.M. in the Conference Room of the District's office at 107 N. Gonzales Street, with the following present:

Doug Sethness, Director
Joseph Olive, Director
John Varela, Director

Staff: Jennifer Urban, General Manager
Ignacio Granado Jr., Crew Foreman

ANNOUNCE QUORUM & CALL TO ORDER

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

PUBLIC COMMENT

No public present.

MINUTES

MOTION: On Motion by Joseph Olive and seconded by John Varela, the District approved the regular minutes of November 14, 2022.

FACILITIES – MAINTENANCE, IMPROVEMENTS & PROJECTS

Ignacio Granado gave updates on the latest round through the system including progress on Alonzo St., Duale, and Oil Mill channels as well as debris recycling including tires, pallets, and barrels. The guard rails on Alonzo St. have been repaired by McMahan Welding/The City of Cuero, the railroad bridges have been removed, the slopes will need flattening and seeding. Another round through the system will begin in January. Future projects include finishing the Duale/Oil Mill channel area to Hwy 72, start working on the spillway on the West Lateral Channel between Douglas and Main, weed eating by Energy Waste, repair the fence around the yard. Photos were presented. Bids were discussed to repair the area where the railroad bridges were removed. IG presented a certificate for 5 CEU's earned for his pesticide license.

GM REPORT

Discussion with representatives from Public Management regarding the environmental review for GLO CDBG-MIT Project #22-119-011-D506. The environmental review will be further discussed with Civil Corp, LLC.

GM gave updates including attending TFMA region 6 luncheon in San Antonio, RFQ for Engineering Services for the GLO grant was published in the Cuero Record and ran for 2 weeks, office manager interviews were conducted, new district seal received and presented.

MOTION: On Motion by Joseph Olive and seconded by John Varela, the new district seal was approved and adopted.

New checks ordered with FNB of Shiner, District name change notice was posted in the Cuero Record for one week, a letter was sent to property owner at 106 E. Morgan requesting brush removal from the channel on the property. GM and Doug Sethness attended commissioner's court on 12/12/22 to hear reappointments, the reappointment item was rescheduled for 12/28/22. Annual eminent domain reporting was completed, Choctaw services removed the railroad bridges on Main Channel, quotes were solicited from Choctaw Services, Zed Stewart, and ABN. A quote was received from Zed Stewart for \$6,259.48. Office manager position was offered, candidate starts 12/14/22. Representatives from Roloff, Hnatek & Co., L.L.P. will attend the January monthly meeting to discuss the annual audit report. GM presented a bid sheet received from the Tax Collector Assessor Ashley Mraz which was signed by GM and returned approving the tax sale of the 107 W. Bridge. The TWDB Quarterly Report due 12/31/2022 was presented.

Motion: On Motion by Joseph Olive and seconded by John Varela, the TWDB Quarterly report was approved.

ENGINEERING

No discussion.

AWARD A CONTRACT FOR ENGINEERING SERVICES FOR GLO CDBG-MIT PROJECT #22-119-011-D506

GM presented the Statement of Qualifications for engineering services from Civil Corp, LLC. The scoring process was waived due to no other respondents.

MOTION: On Motion by John Varela and seconded by Joseph Olive the contract for Engineering Services was awarded to Civil Corp, LLC.

CIVIL RIGHTS RESOLUTION AND POLICIES/SIGNATORY RESOLUTION FOR GLO CDBG-MIT PROJECT #22-119-011-D506

MOTION: On Motion by Joseph Olive and seconded by John Varela Resolution 2022-13 Reaffirming policies in connection with the DCDD1, Texas participation in federally funded CDBG-MIT projects, CDBG-DR projects, and CDBG projects was passed, approved, and adopted.

MOTION: On Motion by John Varela and seconded by Joseph Olive Resolution 2022-14 Designating Authorized Signatories for Contractual Documents and documents for requesting funds pertaining to the CDBG-MIT was passed, approved, and adopted.

DISTRICT HOLIDAY LIST 2023

MOTION: On Motion by Joseph Olive and seconded by John Varela the District Holiday List 2023 was approved.

DISTRICT INFORMATION & NOTICE TO PURCHASERS

The District Information & Notice to Purchasers form for 2023 was reviewed and signed by all board members.

PERSONNEL MATTERS

GM presented the Longevity Pay Worksheet.

MOTION: On Motion by Joseph Olive and seconded by John Varela, the longevity pay worksheet was approved.

FINANCIAL MATTERS

GM presented a reimbursement for \$25.00 for Jennifer Urban for 5 hr CEU event, the monthly check log, and FNB of Shiner signature pages for the District name change.

MOTION: On Motion by Joseph Olive and seconded by John Varela, the reimbursement for \$25.00 for Jennifer Urban was approved.

GM presented the following financial statements to the Board:

Balance Sheet dated December 07, 2022, showing:

Current Assets of:	\$417,931.09
Current Liabilities of:	\$12,206.65

Profit & Loss for December 07, 2022, showing:

Total Income:	\$246,285.27
Total Expense:	\$59,267.92

Transaction List by Date November 9, 2022 through December 07, 2022

MOTION: On Motion by John Varela, and seconded by Joseph Olive, the District approved the above financial reports.

SCHEDULE NEXT MEETING(S)

MOTION: On Motion by Doug Sethness and seconded by John Varela the next board meeting was set for Monday, January 16, 2023, at 11:00 A.M.

ADJOURN

MOTION: On Motion by Joseph Olive and second by John Varela, the District adjourned the meeting at 12:20 P.M.

Sincerely,

SEAL HERE

Doug Sethness
Director

Jennifer Urban
General Manager