

GREEN DeWITT DRAINAGE DISTRICT

Doug Sethness, President
Larry Coppedge, Vice President
John Varela, Secretary
E-mail: info@greenddd.com



107 N. Gonzales Street
P.O. Box 542
Cuero, TX 77954
Phone: (361) 275-9995

Green DeWitt Drainage District met in **REGULAR** Session on the 17th of June 2024, 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
Larry Coppedge, Director
John Varela, Director

Staff: David Guajardo, General Manager
Pat Trevino, Office Manager
Ignacio Granado, Crew Foreman

ANNOUNCE QUORUM & CALL TO ORDER:

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

PUBLIC COMMENT:

NONE

MINUTES:

The board reviewed and discussed the minutes.

MOTION:

John Varela made a motion to approve the minutes for May 2024. Larry Coppedge seconded the motion and the motion carried.

FACILITIES – MAINTENANCE, IMPROVEMENTS & PROJECTS:

Foreman, Ignacio Granado provided an update on the daily operations of maintaining the channels, reporting that they have started another round through the system. They had some issues with debris obstructing the right-of-way, the City used their front-end loader to remove it, and the District removed the second pile.

He also reported that the thunderstorm on June 11, 2024, brought 1.33 inches of rain, causing the channels to reach an approximate depth of 3 feet. The storm also led to fallen tree limbs across the city. The district cut, cleared, and hauled three loads of debris. Additionally, he reported the routine maintenance performed on district equipment, including oil changes, filter replacements, and greasing.

GM REPORT:

General Manager, David Guajardo provided updates on various operational and administrative issues. One notable initiative was a collaborative effort with Officer Banda to conduct a drone survey. This survey encompassed several channels, including the stretch from Oil Mill to Alexander Channel, Alonzo to Hwy 72 Channel, and a portion of the Valley to Gohlke Creek Channel. The drone survey has proven to be a valuable tool, offering critical insights into the present condition of these channels. Currently, the footage from this drone survey is being meticulously compiled and will be showcased at the forthcoming board meeting.

IRS Issue Resolution: Office Manager, Pat Trevino, successfully investigated and resolved an issue with the IRS regarding taxes from 2022 and 2023. This resolution ensures compliance with tax regulations and avoids potential penalties.

Graffiti Incident: The individuals responsible for the graffiti on our channel have been arrested. This development underscores the commitment to maintaining the cleanliness and integrity of our channels.

Heat Stress Prevention: A recent staff meeting with field personnel focused on the importance of heat stress prevention. Given the physically demanding nature of the work, personnel must be aware of the risks associated with heat stress and the measures they can take to prevent heat-related injuries. Workload distribution is being adjusted to further minimize the risk of heat stress injuries.

NOTICE TO PROCEED: A letter was drafted by the general manager regarding the mitigation plan. The board suggested that it should include additional verbiage and present it in next month's meeting to proceed.

GLO GRANT UPDATES:

The project is in the engineering phase and will move to the environmental phase once engineering is completed. There was also a brief meeting with Shannon LaGloria to confirm our GLO project. The payment was received from the GLO Grant for services performed by Civil Corp from October 1, 2023, to October 31, 2023.

ENGINEERING:

The GLO project is currently in the engineering phase and payment has been processed payable to Civil Corp for services rendered from October 1, 2023, to October 31, 2023.

PERSONNEL MATTERS:

None

PAYROLL SIGNATURES:

The General Manager requested that payroll checks be allowed to pass with only his signature instead of the required District policy requesting two signatures: That of the General Manager and a Board Member.

MOTION

A motion was made by John Varela to allow payroll checks to be issued with only one authorized signature if a second authorized signee was not available by 3:30 pm. on the payroll date. Larry Coppedge seconded the motion and the motion carried.

HEALTHCARE INSURANCE REVIEW:

The bid proposal submitted by Carter's Insurance underwent a thorough review and discussion. It was suggested that insurance bids should be evaluated biennially rather than on an annual basis. This year, Carter's Insurance has offered more competitive rates, with a reduction of approximately \$100 per month per employee. While the deductibles for most plans have remained constant, the premier plan has experienced an increase. This comprehensive review aims to ensure the best insurance coverage for our employees.

MOTION:

John Varela made a motion to conduct insurance reviews every two years, and to keep Carter's Insurance as our provider of District healthcare for employees. Larry Coppedge seconded the motion and the motion carried.

FINANCIAL MATTERS:

The General Manager highlighted the necessity for a dedicated district truck, expressing a desire to allocate funds for this in the upcoming fiscal year's budget. He has been utilizing his vehicle for district tasks, which has resulted in substantial mileage and wear and tear. It was proposed to include this matter in the agenda for next month's discussion.

In other matters, the board undertook a comprehensive review of financial affairs. They noted that the financial trajectory is largely aligned with expectations, despite some overages. Furthermore, they observed a significant part of the budget that remains unutilized, signaling effective financial management.

MOTION:

John Varela made a motion to approve the financial report. Larry Coppedge seconded the motion and the motion carried.

SCHEDULE NEXT MEETING(S):

The next meeting is scheduled for Tuesday, July 23, 2024, at 9:00 am.

ADJOURN:

Director

David Guajardo, General Manager