

GREEN DeWITT DRAINAGE DISTRICT

Doug Sethness, President
Larry Coppedge, Vice President
John Varela, Secretary
E-mail: info@dcdd1.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 19th day of June 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

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 May 22, 2023, meeting was 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 he provided an update on the daily operations of maintaining the channels. He reported the need to spray pesticides on many of the areas overgrown with weeds. Of particular concern was the uneven ground in areas that have tall grass. The tall grass covers uneven ground that has deep holes, loose dirt, ruts, and rocks. To avoid potential trip hazards and damaging equipment he suggested that we spread the dirt, and pack it. John Varela suggested that we spray the area with paint and utilize our interlocal agreement with the county and ask them to use their equipment to spread the dirt.

Ignacio also reported that the district is still without a regular full-time maintenance helper, and he is currently working with a temporary employee from the staffing agency who has been working on and off for the past few weeks.

He reported that he took the district truck to Cuero Tire Shop and the brakes were checked and were fine. However, all four tires needed to be replaced. He has been working on various maintenance needs around the yard and maintenance on district equipment such as changing blades, filters, oil changes, sparkplugs, etc.

A slideshow with photos was shown by General Manager. The photos were of homes that the General Manager tagged and notified of potential violations, and also of the completed work on Valley Street by Concrete Contractor.

Executive Session:

The board went into Executive Session 551.072 to discuss a property at 11:17 and came out of Executive Session at 11:22.

GM REPORT:

Jennifer Urban received quotes from Leske Oil, and Schmidt & Sons, Inc. for bulk fuel and the installation of a 500-gallon fuel tank at the district yard.

Chris Steinbach, with Senator Kolkhort's office, sent an email informing the district that the boundary issue must first be supported by the commissioners' court before any local legislation could occur. Further discussion was held regarding the district's boundary and the board raised concerns regarding the need to maintain the channels in the southernmost part of the district.

A discussion was held to acquire photos from our GLO grant engineer via drone services to evaluate the district's current maintenance needs especially in areas where staff has limited to no access.

MOTION:

John Varela made a motion to accept the proposal from Schmidt & Sons Inc., which met the district's needs for bulk fuel and the 500-gallon tank installation. Larry Coppedge seconded the motion and the motion carried.

SECURITY:

VCS Security Systems provided a quote for a camera system to be installed. The quote included a 4-channel recorder, 2 exterior bullet cameras, 1 power supply, installation supplies, and labor. This system would allow visual via phone or desktop. The quote was for \$2460.28.

MOTION:

John Varela made a motion to accept VCS Security Systems' quote to install a security camera and provide security surveillance at the district yard. Larry Coppedge seconded the motion and the motion carried.

ENGINEERING:

None

GLO GRANT UPDATES:

CivilCorp submitted an invoice and a summary of the work to date which includes the evaluation of existing hydrologic and hydraulic conditions of the channel. Researched property ownership and District property/easements. They have started to evaluate proposed improvements and continued construction plan sheet work and cross-sections. This month CivilCorp will evaluate proposed improvements and drainage district easements.

TWCA INSURANCE RENEWAL:

Risk Management 2023-24 Renewal Summary which provides worker's Compensation, Automobile liability, general liability, errors & Omissions, and property, and crime insurance. The annual contribution is \$6,192 which is below the budgeted amount for the district which is \$9,000.

PERSONNEL MATTERS:

Revision to the personnel policies and procedures under WORK GEAR/UNIFORMS REIMBURSEMENT POLICY. The board discussed reimbursing maintenance employees for snake boots. Maintenance employees are allowed to purchase snake boots at any time during the fiscal year and receive reimbursement that should not exceed \$120 on an annual basis.

MOTION:

John Varela made a motion to approve the revision to the personnel policy work gear/uniforms reimbursement. Larry Coppedge seconded the motion and the motion carried.

BUDGET AMENDMENT:

The board discussed local government code 111.010 which authorizes an amendment to transfer an amount budgeted for one item to another budgeted item without authorizing an emergency expenditure.

ORDER NO. 2023-06 amends the budget and authorizes the transfer of funds in the amount of \$1,500 from the 8185 Training Classes Travel Meals budget to the 7010 Office Expenses budget item. The expenditures were incurred per TCEQ requirements for signage and website changes when the District changed its name.

MOTION:

John Varela made a motion to approve ORDER NO. 2023-06 budget transfer. Larry Coppedge seconded the motion and the motion carried.

FINANCIAL MATTERS:

The District's financial matters were reviewed and discussed by the board.

MOTION:

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

SCHEDULE NEXT MEETING:

The District's next meeting is scheduled for Monday, July 17, 2023, at 11:00 am in the conference room of the district's office at 107 N. Gonzales St., Cuero, Texas 77954.

MOTION:

John Varela made a motion to adjourn. Larry Coppedge seconded the motion and the motion carried.

ADJOURN:

Ignacio Granado exited the meeting at 11:59 and the meeting was adjourned at 12:05.
