

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 **MAY 24, 2022** at **11:00 A.M.** in the Conference Room of the District's office at **107 N. Gonzales Street**, Cuero, Texas, with the following members present:

Director Doug Sethness
Director Joseph Olive (by phone)

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

No action taken.

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 crew has completed another cycle throughout the system since it's last report. Mr. Granado informed the District about equipment repairs for Grasshopper mower and the Kubota Utility Vehicle. Other updates include the replacement and repair of the barricade on McArthur Street (situated along the Valley Channel), a progress report on the channel along Aransas Pass and adjacent to the West End Lateral Channel, observations about the Valley Channel Repair Project, and a mention of meeting with a representative of the Shiner Mower Superstore for future parts ordering and maintenance department needs. Mr. Granado noted that the recent heat wave has been a burden on both the maintenance crew and its machinery and detailed several items for upcoming work throughout the summer.

No action taken.

GM REPORT

GM gave updates for District operations including a recent inspection of the North Cuero Watershed and the approval and signature of the Interlocal Agreement between the District and DeWitt County. GM reported that she had undergone Public Funds Investment Act training and has upcoming "Completing Required Reporting" training with the Texas General Land Office. GM also discussed recent applications received for the open Office Manager position, and provided a draft version of the 2022 Annual Synopsis.

No action taken.

EMERGENCY REPAIRS

No action taken.

ENGINEERING

District received an invoice from CivilCorp, LLC for work completed on the Valley Channel Repair Project and reviewed a bid to repair the concrete apron/sink hole located at West South Railroad & Bridge St. Mr. Sethness discussed whether the sink hole issue could be considered an emergency situation.

No action taken.

GRANT UPDATES

GM discussed grant opportunities for a ConocoPhillips Community Investment Grant for which she has completed two applications; one for funding to repair the sink hole and concrete apron at Bridge St & SW Railroad, and another to match the in-kind contributions for the District's TWDB Stream Gage Monitoring Project. GM also discussed ongoing and upcoming training and webinars for the Texas General Land Office as it pertains to the Gohlke – Guadalupe Clean Up grant.

No action taken.

DEWITT COUNTY APPRAISAL DISTRICT

District reviewed the DeWitt County Appraisal District's Estimate of Net Taxable Value for 2022.

MOTION: On Motion by Mr. Olive and second by Mr. Sethness, the District received the Estimate of Net Taxable Value for 2022 from the Appraisal District.

INVESTMENT OFFICER

District reviewed Order No. 2022-02 Designating Investment Officer and Resolution No. 2022-02 on Training Source for Investment Officer. Order No. 2022-02 would designate the GM as the District's authorized representative to invest and reinvest the funds of the District and to move District funds through investment pools. Resolution No. 2022-02 would approve the Texas Rural Water Association's Public Investment Training Program as a training source for the Investment Officer, effective April 26, 2022. Mr. Sethness recommended that the GM's full name be added to Order No. 2022-02.

MOTION: On Motion by Mr. Olive and second by Mr. Sethness, the District approved Order No. 2022-02 with amendments discussed.

MOTION: On Motion by Mr. Olive and second by Mr. Sethness, the District approved Resolution No. 2022-02.

PERSONNEL POLICIES & PROCEDURES

District reviewed policy regarding employee uniforms and PPE, and District determined that snake guards for boots are essential for the Maintenance Crew.

No action taken.

HEALTH INSURANCE BENEFITS

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 11:44 A.M.
RECONVENE AT 11:54 A.M.

PERSONNEL MATTERS

No action taken.

FINANCIAL MATTERS

MOTION: On Motion by Mr. Olive and second by Mr. Sethness, the District approved a mileage expense reimbursement for Ignacio Granado in the amount of \$6.44 and an invoice from CivilCorp, LLC in the amount of \$8,180.00.

SCHEDULE NEXT MEETING(S)

Next REGULAR Meeting will be June 21, 2022 at 11 A.M.

ADJOURN

MOTION: On Motion by Mr. Olive and second by Mr. Sethness, the District adjourned the meeting at 11:55 A.M.

Sincerely,

SEAL HERE

Commissioner
rmp

Ryan Parker
Records Management Officer