

DeWITT COUNTY DRAINAGE DISTRICT NO. 1

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



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

CERTIFIED AGENDA OF CLOSED SESSION NOVEMBER 30, 2021 – Regular Meeting

CONFIDENTIAL: No one shall, without lawful authority, knowingly disclose to a member of the public this certified agenda of a closed meeting. A person who violates this subsection commits a Class B misdemeanor and may be liable to any party injured or damaged by the disclosure. Texas Government Code § 551.146(a).

The Presiding Director announced at the beginning of the closed session: "The DeWitt County Drainage District No. 1 will now go into Executive Session, in accordance with Texas Government Code §551.074 discussion involving personnel matters, at 11:24 A.M."

Directors present were Doug Sethness, Joseph Olive and John Varela.

Subjects Discussed in the Session Closed to the Public:

1. Personnel Matters.

The Presiding Director announced at the end of the closed session: "The DeWitt County Drainage District No. 1 is now out of Executive Session at 12:05 A.M."

Record of Further Action Taken, if Any, on Items Listed Above Items in the Subsequent Open Session:

MOTION: On Motion by Mr. Varela and second by Mr. Olive, the District approved a pay raise for Adolfo Granado to \$14/hr.

MOTION: On Motion by Mr. Olive and second by Mr. Varela, the District moved to make an offer to Jennifer Urban for the Deputy General Manager position, and a conditional offer to Robert Dechert for Project Manager for the TWDB Stream Gage Project.

**NOTE: Mr. Sethness abstained from voting on potential hires.*

CERTIFICATE: I hereby certify that the foregoing is a true and correct record of the closed session proceedings of the DeWitt County Drainage District No. 1 on the **30th** day of **NOVEMBER 2021**.

Presiding Director (signature)

Presiding Director (print name)

DeWitt County Drainage District No. 1 (the District) may convene into executive (closed) session in accordance with the Texas Government Code when necessary and legally justified. Any item on this agenda may be discussed in executive session if authorized by Texas Law regardless of whether it is listed under "Executive Session" of this agenda, and regardless of any past or current practice of the District. Executive sessions herein are closed meetings, and may include the consideration of any item otherwise listed on the agenda plus any subject matter specified in the executive session notice, and may include items under the Texas Government Code as follows: Section 551.071 (Consultation with Attorney regarding contemplated or pending litigation, a settlement offer or administrative hearing); Section 551.072 (Deliberation regarding real property); Section 551.073 (Deliberation about gifts and donations); Section 551.074 (Personnel Matters); and Section 551.076 (Deliberation about Security Devices).

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DeWitt County Drainage District No. 1 met in **REGULAR** session on **NOVEMBER 30, 2021** 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
Director John Varela

Staff: Ryan Parker, Office Manager
Ignacio Granado Jr., Crew Foreman

ANNOUNCE QUORUM & CALL TO ORDER

Mr. Sethness called the meeting to order at 11:05 A.M.

PUBLIC COMMENT

No public present.

MINUTES

MOTION: On Motion by Mr. Olive and second by Mr. Varela, the District approved the following minutes:

October 26, 2021	Regular Meeting
November 1, 2021	Special Meeting

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. Mr. Granado discussed the three-month evaluation review of Crew Member Adolfo Granado and suggested raising his hourly pay for good performance. Mr. Granado also mentioned recent repairs for the Grasshopper mower, and the need to potentially hire an electrician to do work on the office bathrooms at the District's equipment yard.
No action taken.

GM REPORT

No action taken.

EMERGENCY REPAIRS

District reviewed site plans received from Foresite Group for a channel wall remediation plan to repair the damaged portion of the Valley Channel. Mr. Sethness mentioned that Foresite Group would be supplying a second repair option in the next few weeks. Mr. Sethness also mentioned that the District would not be subject to typical bid procurement procedures because of the nature of these repairs are still considered an emergency.

No action taken.

ENGINEERING

No action taken.

GRANT UPDATES

District discussed an upcoming quarterly report due for the Texas Water Development Board's Flood Infrastructure Fund 40040 Stream Gage Project grant.

No action taken.

DISTRICT PERMITTING

District reviewed two Notification of Development Permit Applications submitted by Twin Cypress Investments/ Mikeska Construction for new development at 207 Quarry Lane (P21003) and 205 Quarry Lane (P21004). The Notification of Development Permit Applications were approved, and Mr. Sethness suggested that District employees periodically observe these building sites to make sure that the trash & sediment control plans were being followed.

No action taken.

FISCAL YEAR 2021 BUDGET

District approved *Order No. 2021-07* on First Amended Budget for Fiscal Year 2021 at the Regular Meeting on October 26, 2021, however, the Order should have been titled as *No. 2021-09*. The error was corrected, and a note was made in the meeting minutes.

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 11:24 A.M.

RECONVENE AT 12:05 P.M.

PERSONNEL MATTERS

District reviewed the resignation letter of General Manager Beth Parker, dated November 28, 2021.

MOTION: On Motion by Mr. Varela and second by Mr. Olive, the District approved a pay raise for Adolfo Granado to \$14/hr.

MOTION: On Motion by Mr. Olive and second by Mr. Varela, the District moved to make an offer to Jennifer Urban for the Deputy General Manager position, and a conditional offer to Robert Dechert for Project Manager for the TWDB Stream Gage Project.

**NOTE: Mr. Sethness abstained from voting on potential hires.*

MOTION: On Motion by Mr. Olive and second by Mr. Varela, the District accepted Beth Parker's resignation as General Manager.

FINANCIAL MATTERS

No action taken.

SCHEDULE NEXT MEETING(S)

Next REGULAR Meeting will be December 21, 2021 at 11 A.M.

ADJOURN

MOTION: On Motion by Mr. Olive and second by Mr. Varela, the District adjourned the meeting at 12:10 P.M.

Sincerely,

SEAL HERE

Commissioner
rmp

Ryan Parker
Records Management Officer