

MINUTES OF WILLACY COUNTY DRAINAGE DISTRICT NO. 2

The regular meeting of the Board of Directors of Willacy County Drainage District No. 2 convened on May 24, 2023 at 2:00 p.m., at the office of Willacy County Drainage District No. 1 in Lyford, Texas, pursuant to notice duly given as required by law. Present were:

John Lee DeWitt, President
Gary Palousek, Secretary
J.T. Mayo, Vice-President
Paul Greenhill WCDD No. 1, District Manager
B.R. Dossett, Attorney

Dennis Hoot, Director
Francisco R. Torres, Director

Absent: None.

President DeWitt called meeting to order at 2:00 p.m. and presided.

1. Minutes. The minutes of the January 11, 2023 meeting were presented. The motion was made by Gary Palousek and seconded by Dennis Hoot to approve the minutes of the January 11, 2023 meeting. Following a discussion, the motion unanimously carried. It was noted that no Board meetings were held in February, March, and April, 2023.
2. Public Comment Period. No one appeared, and no comments were submitted.
3. Audit: The audit for fiscal year beginning January 1, 2022, and ending December 31, 2022, was presented by Gary Berkman, CPA. The motion was made by Dennis Hoot and seconded by Frank Torres to accept the audit for the fiscal year beginning January 1, 2022, and ending December 31, 2022. Following a discussion, the motion unanimously carried.
4. Projects: Willacy County Drainage District No. 2 Regional Detention Facilities. Project No. 40088.
 - 4.1 Status Report. Randy Winston of SWG Engineering, LLC. presented the bid tabulation sheet. Mor-Wil LLC submitted the low bid, being \$1,029,166.17. Mr. Winston advised that Mor-Wil, LLC is a responsible bidder, and recommended that the Board accept the bid of Mor-Wil, LLC.
 - 4.2 Award of Contract. The motion was made by Gary Palousek and seconded by J.T. Mayo Jr., that the Board finds that Mor-Wil LLC is a responsible bidder, that the bid of Mor-Wil, LLC., the lowest responsible bidder, in the amount of \$1,029,166.17 be accepted, and that President DeWitt be authorized to sign the contract with Mor-Wil, LLC, and all other required documents. Following a discussion, the motion unanimously carried.
 - 4.3 Make decisions requiring Board Action. No other action is required at this time.
5. Projects: San Perlita Relief Drain.
 - 5.1 Segment between Raymondville Drain and F.M. 1762/San Perlita Road:
 - a. Status Report. Willacy County advised Manager Greenhill that its grant application for this segment of the project was recently approved.
 - b. Right-of-way acquisition. Willacy County advised Manager Greenhill that it will acquire the rights-of-way needed for this segment of the project.
 - c. Make decisions requiring Board Action. No other action is required at this time.

5.2 Segment South of F.M. 1762/San Perlita Road:

- a. Status Report. Isaac Huacuija, of Garver Engineering presented recommendations for pursuing grants and funding sources for this segment of the project.
- b. The motion was made by J.T. Mayo Jr. and seconded by John Lee Dewitt that Garver Engineering be authorized to pursue grants and other funding opportunities for the segment of the San Perlita Relief Drain project that is south of F.M. 1762. Following a discussion, the motion unanimously carried.
- c. Make decisions requiring Board Action. No other action is required at this time

5.3 Riggan Drain:

- a. Status Report. It was noted that (1) this drain and the right-of-way for the drain was donated to the District; (2) a drain right-of-way includes not only the channel of the drain but and a strip along each side of the channel for the operation of District equipment, the passage of District vehicles, and the placement of soil and spoil; (3) there is no room between the channel of this drain and Riggan Road for the operation and of District equipment, passage of District vehicles, and the placement of soil and spoil, (4) there is no room between the outer boundary of the right-of-way that was donated to the District and the channel of the drain for the operation of District equipment, passage of District vehicles, and the placement of soil and spoil, (5) the channel of the drain may need to be widened and/or moved farther from Riggan Road, and (6) the USDA funds awarded to the District can be used to pay for an engineering study of this drain.
- b. The motion was made by Frank Torres and seconded by Dennis Hoot that the District's Engineer, Garver Engineering, study the Riggan Drain to determine whether the drain needs to be widened and/or relocated farther from Riggan Road, and determine the right-of-way needed for the drain, and that the study to be paid out of the USDA funds that were awarded the District. Following a discussion, the motion unanimously carried.
- c. Make decisions requiring Board Action. No other action is required at this time.

6 . Reports.

6.1 Manager

- a. Work accomplished since last meeting. Report presented – continuing with ditch mowing on the Southwest Drain and preparing for hurricane season.
- b. Willamar Drain – TxDOT Highway 186 raising project. TxDOT still has not committed to a date that it will commence this project.

6.2 Attorney. All matters discussed under other agenda items.

7. Financial.

- 7.1 Monthly Reports. Financial reports for the months of January, February, March, and April 2023 were presented and reviewed.
- 7.2 Approve payment of accounts for the months of January, February, March, and April 2023. The motion was made by Gary Palousek and seconded by Dennis Hoot to approve the expenditures for January totaling \$8,661.34, beginning with check 2404 and ending in number #2407, February totaling \$7,056.71, beginning with check #2408 and ending in number #2413, March totaling \$33,088.48, beginning with check #2414 and ending in number #2418, and April totaling \$13,858.56, beginning with check #2419 and ending in number #2423:

January

Dossett Law Office	#2404	\$ 150.00 Retainer
SANTCANT IT Services	#2405	\$ 300.00 Maintenance
Texas Farm Bureau Company	#2406	\$ 49.00 Insurance
Willacy County Drainage District #1	#2407	\$ 8,072.34 Ditch Maintenance
	<u>Total</u>	<u>\$ 8,661.34</u>

January – Project 40088

Sigler, Winston Engineering Serv.	-	\$ 00.00
	<u>Total</u>	<u>\$ 00.00</u>

February

Willacy County Appraisal District	#2408	\$ 1,914.34 1 st Qtr. Allocation
SANTCANT IT Services	#2409	\$ 300.00 Maintenance
Texas Farm Bureau Company	#2411	\$ 32.00 Insurance
Willacy County Drainage District #1	#2412	\$ 4,660.00 Admin Fees
Dossett Law Office	#2413	\$ 150.00 Retainer
	<u>Total</u>	<u>\$ 7,056.71</u>

February– Project 40088

Sigler, Winston Engineering Serv.	-	\$ 00.00
	<u>Total</u>	<u>\$ 00.00</u>

March

Dossett Law Office	#2414	\$ 150.00 Retainer
SANTCANT IT Services	#2415	\$ 300.00 Maintenance
Willacy County Drainage District #1	#2416	\$ 4,633.22 Admin Fees
Willacy County Drainage District #1	#2417	\$ 24,156.81 Ditch Maintenance
Willacy County Drainage District #1	#2418	\$ 3,848.48 Ditch. Main. HCDD1
	<u>Total</u>	<u>\$ 33,088.51</u>

March– Project 40088

Sigler, Winston Engineering Serv.	-	\$ 00.00
	<u>Total</u>	<u>\$ 00.00</u>

April

Dossett Law Office	#2419	\$ 150.00 Retainer
SANTCANT IT Services	#2420	\$ 300.00 Maintenance
Willacy County Drainage District #1	#2421	\$ 4,47.56 Admin Fees
Willacy County Drainage District #1	#2422	\$ 8,820.00 Ditch Maintenance
Garver Engineering	#2423	\$ 441.00 Engineer Services
	<u>Total</u>	<u>\$ 13,858.56</u>


April– Project 40088

Sigler, Winston Engineering Serv.	-	\$ 00.00
	<u>Total</u>	<u>\$ 00.00</u>

Following a discussion, the motion unanimously carried.

8. Take up such other matters as may properly be brought before the Board. No other matters were brought before the board.

9. Adjournment. The motion was made and seconded that the meeting be adjourned, whereupon the meeting was adjourned at 3:37 p.m.



John Lee DeWitt, President



Gary Palousek, Secretary