

MINUTES OF
FEBRUARY 25, 2021

THE STATE OF TEXAS §

COUNTY OF CHAMBERS §

WHEREAS, on the 25TH day of February, 2021, a regular meeting of the Board of Navigation and Canal Commissioners of the Chambers-Liberty Counties Navigation District was duly convened and the district held its meeting by telephonic conference call at the District's office at 211 Miller Street, Anahuac, Texas, and held in all respects in accordance with law, and to the extent required by law due and proper notice of such meeting was given; that a legal quorum was present throughout the meeting, and a legally sufficient number of members of said District voted in the proper manner; that all other requirements and proceedings under the law incident to the proper adoption or passage of the following order, including publication, as required, has been duly fulfilled, carried out, and otherwise observed; and the following members were present, to wit:

Ken Coleman, Chair
Leon Blackwelder, Vice-Chair
Dave Wilcox, Secretary
Jimmy Turner, Member
David Barber, Member

Staff present: Mary Beth Stengler, General Manager
Claudia Sandoval, Administrative Assistant
Daryl Morris, Superintendent

Guests present: George A. (Pudge) Wilcox, Consultant

2021-02-03 Budgets hearing: The budget hearing began at 4:00 pm where there was no public comment.

2021-02-04 Minutes: Motion was made by Wilcox, seconded by Barber and unanimously passed to approve the workshop and regular meeting of January 19, 2021.
Passed

2021-02-05 Financial reports: Motion was made by Blackwelder, seconded by Wilcox and unanimously passed to approve the financial reports: Passed

2021-02-06 Executive session requirements: Discussion was brought up concerning the need for a certified agenda be written up by one of the board members since no District employee attended the entire meeting.

2021-02-07 Department heads at Board Meeting: The canal superintendent is to attend regular board meetings.

2021-02-08 Surplus property: Motion was made by Barber, seconded by Turner and unanimously passed to have listed property declared surplus after the new and/or used equipment has arrived.
Passed

2021-02-09 Banking signature information: Motion was made by Blackwelder, seconded by Barber and unanimously passed to update the banking signature information with Allegiance Bank. Passed

2021-02-10 Resolution purchase of Certificate of Deposits: Motion was made by Wilcox, seconded by Turner and unanimously passed to execute the resolution amending the District's investment policy. Passed

2021-02-11 Employee's retirement plan: Discussion was brought up regarding the establishing of an employee retirement plan through the Texas County and District Retirement System instead of the current Profit Sharing Plan the employees are now a part of. More information will be made available to the Board in a near future.

2021-02-12 Water west of the Trinity River: Discussion was held regarding conversations about water needs of the City of Dayton, City of Mt Belvieu and the City of Houston.

2021-02-13 Re-lift contracts: The Board was given a reminder about the contract on the re-lift pump.

2021-02-14 Wildlife rates: Motion was made by Wilcox, seconded by Turner and unanimously passed to set the following wildlife rates:

Before August 15th \$ 30.00 per acre
After August 15th \$ 45.00 per acre

Passed

2021-02-15 2nd crop rate: Motion was made by Blackwelder, seconded by Barber and unanimously passed to set the 2nd crop rate beginning March 1, 2021 in the amount of \$ 30.00 per acre. Any second crop request after August 15th, needs Board approval. Passed

2021-02-16 Flush rate: Motion was made by Wilcox, seconded Turner and unanimously passed to set the following flush rates:

March 1 \$ 30.00 per acre
After August 15th \$ 45.00 per acre

Passed

2021-02-17 Future irrigation rates: This matter was tabled.

2021-02-18 2021-2022 water supply budget: Motion was made by Wilcox, seconded by Blackwelder to approve the 2021-2022 with the information that was provided during the budget workshop. Passed

2021-02-19 Employee procedure manual: Motion was made by Wilcox, seconded by Blackwelder and unanimously passed to create a employee procedure manual that will be revisited once a year by the Board. Passed

2021-02-20 Annual employee evaluation program: Motion was made by Wilcox, seconded by Blackwelder and unanimously passed to create an employee evaluation program. Passed

2021-02-21 2021-2022 Navigation budget: Motion was made by Barber, seconded by Wilcox and unanimously passed to approve the 2021-2022 navigation budget with information that was provided during the budget workshop. Passed

There being no further business or public comment, motion was made by Blackwelder to adjourn.

Accept this the 16th day of March, 2021.

Ken Coleman, Chair

Attest:

Dave Wilcox, Secretary