Liberty County
Water Control & Improvement District No.5

Regular Board Meeting of Directors
~ Meeting Minutes ~

2722 Beaumont Ave.
Liberty, TX 77575

Alexis Cordova
Administrative Asst.
936-336-7878

Tuesday, May 19, 2026 7:00 PM

The Water Control & Improvement District #5 of Liberty County, Texas reserves the right to meet in closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551 of the Texas Government Code.

I. CALL TO ORDER @ 7:00 p.m. by Mr. Leonard

Attendee Name	Present	Absent	Note
President, James Kevin Leonard	✓		
Vice President, Gary "Skeet" Raggio	✓		
Secretary/Treasurer, Warren Lemelle	✓		
Board Member, David Richards		✓	
Board Member, Jamie Orand	✓		
General Manager, David Papillion	✓		
Attorney, Mark Beausoleil	✓		
Administrative Assistant, Alexis Cordova	✓		

II. PRAYER by Mr. Raggio.

III. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / PUBLIC COMMENT – Guests present included Celest from the Vindicator and Barbara Papillion with 3D Construction.

IV. DISCUSSION AND TAKE ACTION ON CONFLICTS OF INTEREST

Mr. Beausoleil distributed and reviewed copies of Chapter 49 and 51 of the Texas Water Code and Chapter 171 of the Local Government Code. He highlighted certain regulations including disqualifications of board members, what constitutes a conflict of interest for board members and the general manager, and common violations of the law as it relates to Water District activity, project management and supervision. The Attorney General Office's opinion will be sought to identify or clarify any potential conflicts of interest. The board discussed current projects an identified strategies to move forward with local projects to avoid conflicts of interest.

IV. AGENDA –

Board members agreed to move the certification of Election and Oaths of Office to the top of the agenda.

C. **Presentation of Certificate of Election - Certifying the May 2, 2026 Election.** A motion was made by Mr. Lemelle and seconded by Mr. Orand; motion carried. **Execution of Statements of Elected Officer and Administration of Oaths of Office to Newly Elected Officers.**

A. **Approval of Minutes for April 17, 2026 Regular Meeting.** Motion was made by Mr. Papillion to approve the minutes with identified corrections and seconded by Mr. Lemelle; Board voted; motion carried.

B. **Approval of Accounts Payables submitted for payment for May 2026.** Motion was made by Mr. Raggio to approve the accounts payables as presented and seconded by Mr. Lemelle; Board voted; David Papillion abstained; 3 voted aye, 1 nay by Mr. Leonard; motion carried.

C. **Approval of Tax Deposit Annual Report undated through May 2026** Alexis reported the amount of the monthly deposit and presented the report. Motion was made by Mr. Lemelle to approve the tax deposit annual report and seconded by Mr. Orand; Board voted; motion carried.

V. ACTION ITEMS

A. **Consider and take action on surety bonds for Directors.** Mr. Beausoleil explained upon oath of office of

✓ mark
✓ DP
AC

office as Director, Directors shall have a surety bond in their name. Mark recommended the board members go back to securing a bond in your name All board members had secured their own bond prior to the meeting. Mr. Lemelle moved to cancel the existing bond for 5 Liberty Co WCID #5 board member positions without identifying detail; Mr. Raggio seconded the motion. Board voted; motion carried.

B. **Consider and take action on the reimbursement of Director's individual surety bond fees.** Mr. Lemelle moved to reimburse Directors for securing their own surety bond and bond renewals; Mr. Orand seconded the motion. Board voted, motion carried.

D. **Consider and take action on Liberty County Central Appraisal Districts' Tax Estimate Values.** Mr. Raggio moved to approve tax values as presented. Mr. Lemelle seconded the motion; board voted and motion passed.

E. **Consider and take action on Record Retention Policy.** Alexis presented and discussed the proposed Record Retention Policy for WCID #5 based on recommendations from the Texas Water Code, TCEQ and the Local Government Code. Mr. Beausoleil has reviewed and approved. Mr. Papillion moved to approve the proposed policy; Mr. Lemelle seconded the motion. Board voted; motion carried.

F. **Consider and take action on mowing and spraying drainage ditches.** GM reported that Mr. Potez does not want WCID5 property cut. The big ditch in Ames needs to be cut and the Partlow ditch needs to be reshaped to support proper drainage. No action taken.

G. **Consider and take action on Disaster Assistance Projects (a.) DR 4781 #636 (Discharge Pipe Main B)** – GM reported Red Eye Fabrication has started the install of angle iron on Main B but project is not complete yet. Mr. Orand questioned Mr. Leonard about the project scope of work and wanted to confirm what specifics were initially asked for to bid (galvanized or not). Mr. Leonard asked Alexis if we had received more than 1 bid from Red Eye, and she said she had not. Discussion continued; no action was taken.

H. **Consider and take action on awarding the Construction Contract for the Hazard Mitigation Grant Improvement Project at Redmond Creek.** Mr. Papillion presented a summary of the 6 bidders and stated the lowest bid, and the recommended vendor by Freese & Nichols, is Solid Bridge Construction's base bid in the amount of $322,927. A motion was made to approve and accept the Solid Bridge Construction bid to present to Liberty Commissioners Court for approval by Mr. Papillion;seconded by Mr. Lemelle. Board voted, motion carried.

I. **Consider and take action on various local projects in the district.**
   a. **Big Bayou/Ferry Ditch** – Project completed. Gm provided an update and concern of unmoved timber by the City. No Action taken.
   b. **Partlow Project/Main B Clean up** – Clean up completed so survey and project scope can be determined. No Action taken at this time.
   c. **In flow on Texas Street/Flap Gates -** Drawing of the box completed by GM and presented to the city for approval. Board discussed next steps, but no action was taken.
   d. **Minglewood Sanitary Sewer Improvement Project** – Service water line met criteria; sewer line stopped @ ditch. Next steps are left with project engineers to decide scoop and timeline)
   e. **Abbotts Creek Land Co Cattle Co Development by Country Club** – the development includes 400 acres, but developers are starting with 40 acres. No action taken.
   f. **Clayton Bayou at Farm Road** – No action taken. Mark will look into it on behalf of the district.

J. **Consider and take action on any equipment purchases.** Mr. Papillion recommended the board purchase the 2013 Kobelco Excavator after 2 week extended warranty ends. No action was taken.

K. **Consider and take action on easements and right-of-ways.** Mr. Papillion suggested for future board approval to add 40 foot easement off Texas Street. No action was taken.

L. **Consider and take action on the inverse condemnation demand regarding 17.97 acre tract, legally described as Liberty Outer Blocks, Block 16, Lots 1 & 4, Liberty County, Liberty, TX.** Mr. Lemelle moved to allow legal counsel, Mr. Beausoleil, to negotiate and make an arrangement on behalf of the board. Mr. Raggio seconded. Board voted, and motion carried.

M. **Consider and take action on the accounting of timber harvested.** Mr. Lemelle moved to accept and file the affidavit from Mr. Duffie stating the district did not benefit from the removal of timber from the Partlow location. Mr. Raggio seconded. Board voted and motion carried.

N. **Consider and take action on property donations and maintenance agreements.** No board action taken.

O. **Report from Construction General Manager.** Mr. Papillion provided a detailed equipment checklist with board. No action needed.

P. **Consider and take action regarding the election of officers of the Board of Directors.** Motion to table to the next meeting was made by Mr. Lemelle and seconded by Mr. Raggio. Board voted; motion carried.

VI. EXECUTIVE SESSION – Board went into executive session at 8:30 p.m. and exited session at 9:51 pm.

VII. ACTION ITEMS AS A RESULT OF EXECUTIVE SESSION – No action taken as a result of session. Mr. Orand excused himself from meeting.

VIII. DISCUSSION ITEMS – No further discussion.

IX. ADJOURNMENT

With no other business to discuss, a motion was made by Mr. Lemelle to adjourn the meeting; Mr. Raggio seconded the motion; Board voted; motion carried. Meeting adjourned at 9:56 p.m.

Respectfully Submitted,

David Papillion, President

Warren Lemelle

Warren Lemelle, Secretary