Liberty County
Water Control & Improvement District No.5

2722 Beaumont Ave.
Liberty, TX 77575

Special Board Meeting of Directors
~ Meeting Minutes ~

Alexis Cordova
Administrative Asst.
936-336-7878

Tuesday, June 8, 2026 **6:00 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 @ 6:00 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, Jamie Orand	✓		
Board Member/General Manager, David Papillion	✓		
Attorney, Mark Beausoleil	✓		
Administrative Assistant, Alexis Cordova	✓		

II. PRAYER by Mr. Raggio.

III. ACKNOWLEDGEMENT OF GUESTS AND VISITORS / PUBLIC COMMENT – No guests present.

IV. ACTION ITEMS

A. **Consider and take action on electing new officers for the district.** Mr. Lemelle nominated David Papillion as President. No other nominations were made. Mr. Raggio seconded the motion. Board voted; motion carried, with 1 opposing vote by Mr. Leonard. Mr. Lemelle moved to keep Vice President as Mr. Raggio and himself as SEC/Treasurer, no other nominations made. Mr. Orand seconded the motion. Board voted; motion carried with 1 opposing vote by Mr. Leonard. New board officers were elected.

B. **Consider and take action on hiring employees for the district.** Alexis read previous board minutes, GM recommended to pay $30 for operators and $25 for drivers, which is less than previously discussed. Mark highlighted a discussion with Mr. Papillion prior to meeting to understand activity at Partlow location. Mark highlighted the District's purchasing policies and made recommendations accordingly, which included going out for bid for rental equipment for upcoming Detention Pond Project at Partlow location and to hire full-time labor employees for district. Mr. Papillion made it clear that a budget amendment is required to show the public what will be spent on upcoming projects. With additional administrative support it was mentioned to hire Ashlyn part time to support administrative tasks. Mr. Orand moved to hire 6 full time employees and increase Ashlyn to part-time at the rates discussed above; Mr. Raggio seconded the motion. Board voted; motion carried.

C. **Consider and take action to authorize inclusion of newly hired employees under the District's Workers' Compensation policy.** Alexis shared approximate proposed rates to add an employee making $30/hour – is $2,900/year, $25/hour – is $2,400/year. Mr. Lemelle moved to approve adding new employees to workers comp policy. Mr. Orand seconded the motion; board voted and motion passed.

D. **Consider and take action on making adjustments to the budget to accommodate newly hired employees.** Mr. Raggio moved to begin the budget amendment process to include new employees to budget; Mr. Orand seconded the motion. Board voted; motion carried.

E. **Consider and take action on setting labor rates for work functions. Action in item B. covered this topic**. No action taken.

F. **Consider and take action on bidding the equipment rental for Partlow project.** GM drafted a notice to bidders and Alexis read the notice and upon approval will submit the notice to bidders to the Vindicator to run

6/11/2026 and end 6/16/2026 at 5:00pm. Mr. Lemelle moved to proceed with notice to bidders and publish it with the Vindicator. Raggio seconded the motion; Board voted; motion carried.

G. **Consider and take action on the purchase of the 2013 Kobelco SZK350LC-9 with Teeth S/N#YC12U2676 for the amount of $39,095.26 from Nelson Equipment.** A motion was made by Mr. Leonard to purchase the Kobelco and Mr. Orand seconded. Board voted; motion carried.

VI. EXECUTIVE SESSION – Board went into executive session at 7:09 p.m. and exited session at 7:20 pm.

VII. ACTION ITEMS AS A RESULT OF EXECUTIVE SESSION – No action taken as a result of session.

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 7:20 p.m.

Respectfully Submitted,

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David Papillion, President	Warren Lemelle, Secretary