

**MINUTES**  
Regular Meeting  
Laguna Madre Water District Board of Directors  
Wednesday, March 14, 2018  
5:30 PM - 7:24 PM  
Board Room

The **REGULAR MEETING** of the **LAGUNA MADRE WATER DISTRICT** was held at the Administration Office of the District at 105 Port Road, Port Isabel, Texas on the **14<sup>th</sup> day of March 2018**, at the hour of **5:30 P.M.**, pursuant to written notice as prescribed by law.

**ITEM #1**      **QUORUM**

The **CHAIRMAN** called the meeting to order and determined the Notice of the Meeting had been duly posted in accordance with the law, and the following present constituted a quorum:

**PRESENT:**                      Chairman, Scott D. Friedman  
   Vice Chairman, Rick A. Wells  
   Secretary, Doyle Wells  
   Director, Herb Houston  
   Director, Alex Avalos

**ADMINISTRATIVE STAFF:**      General Manager, Carlos J. Galvan, Jr.  
   Director of Operations, Robert Gomez  
   District Engineer, Charles Ortiz  
   Purchasing Agent, Enrique Samaniego

**ABSENT:**                      Attorney, Eddie Lucio III

**ITEM #2**      **INVOCATION AND PLEDGE OF ALLEGIANCE**

The Invocation and Pledge of Allegiance were done earlier at the 4:30 PM Workshop.

**ITEM #3**      **INVITATION TO THE AUDIENCE FOR PUBLIC COMMENTS**

The Board thanked Staff and their crew for an excellent job on emergency repairs to a line break in South Padre Island.

**ITEM #4**      **CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE MINUTES OF REGULAR MEETING ON FEBRUARY 28, 2018. (C. GALVAN)**

The Minutes of Regular Meeting on February 28, 2018, got approved.

A. AVALOS made a motion to approve, seconded by D. WELLS. R. WELLS abstained. MOTION CARRIED UNANIMOUSLY.

ITEM #5            GENERAL MANAGER'S REPORT

- AUDIT UPDATE

C. GALVAN reported the Auditors sent information to the second corporate office for review and made a request that when work is complete to submit news of the audit for the Audit Committee to review. Hopefully, all information and documents will be ready for presentation at the next regularly scheduled meeting, if possible. Discussion and questions ensued.

ITEM #6            DISTRICT ENGINEER'S REPORT

- CAPITAL PROJECTS STATUS

C. ORTIZ provided a project schedule status on System improvements. Discussion and questions ensued.

There was a discussion on keeping on track with the prioritized projects from the workshop and requested monthly updates of projects at the Board Meetings to keep track and focus on the projects that are not done.

ITEM #7            DIRECTOR OF OPERATIONS REPORT

- MONTHLY REPORT

R. GOMEZ reported a monthly report of the Service Orders and call outs for the Distribution and Collection Departments for February 2018. The February report showed a total of 268 Service Orders for the two departments.

ITEM #8            CONSIDER AND REMOVE FROM THE TABLE THE FOLLOWING ITEM TABLED AT THE REGULAR MEETING ON FEBRUARY 28, 2018:

CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE PURCHASE OF A MINI-EXCAVATOR

The Board agreed to remove the item from the table for discussion.

R. WELLS made a motion, seconded by D. WELLS. MOTION CARRIED UNANIMOUSLY.

ITEM #9            CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE PURCHASE OF A MINI-EXCAVATOR. (E. SAMANIEGO)

There was a discussion, and the Board agreed to approve Staff's recommendation to award the purchase of a mini excavator to Doggett.

**D. WELLS** made a motion to approve, seconded by **H. HOUSTON**. **MOTION CARRIED UNANIMOUSLY.**

**ITEM #10**      **CONSIDER AND REMOVE FROM THE TABLE THE FOLLOWING ITEM TABLED AT THE REGULAR MEETING ON FEBRUARY 28, 2018:**

**CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL SELECTION OF AN ENVIRONMENTAL FIRM FOR GEOTECHNICAL SERVICES AND GROUNDWATER MONITORING, SAMPLING, & ANALYSIS.**

The Board agreed to remove the item from the table for discussion.

**R. WELLS** made a motion, **A. AVALOS** seconded. **MOTION CARRIED UNANIMOUSLY.**

**ITEM #11**      **CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL SELECTION OF AN ENVIRONMENTAL FIRM FOR GEOTECHNICAL SERVICES AND GROUNDWATER MONITORING, SAMPLING, & ANALYSIS. (C. ORTIZ)**

There was a discussion, and the Board agreed to award Intertek PSI Harlingen.

Rockford Miller, the Project Manager for PSI, was present at the meeting for questions and answers.

**A.AVALOS** made a motion to approve, seconded by **R. WELLS**. **MOTION CARRIED UNANIMOUSLY.**

**ITEM #12**      **CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF JOB DESCRIPTIONS FOR THE GENERAL MANAGER, DIRECTOR OF OPERATIONS, DIRECTOR OF FINANCE, AND DISTRICT ENGINEER (C. GALVAN)**

There was a discussion, and the Board agreed to table the item requesting a workshop to further review and analysis of the job descriptions.

**A. AVALOS** made a motion to table, **D. WELLS** seconded. **MOTION CARRIED UNANIMOUSLY. TABLED.**

**ITEM #13**      **CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF RAW WATER AGREEMENT WITH SPI GOLF HOMEOWNERS JV, INC. (C. ORTIZ)**

The Board agreed to go back to the prior rate until the end of the year and can be revisited after the rate study to see what a proper charge will be.

The restored price of \$.80 per thousand gallons with a base rate of \$250.00 per month for services until the end of the year.

H. HOUSTON made a motion to approve, seconded by A. AVALOS. MOTION CARRIED UNANIMOUSLY.

ITEM #14      CONSIDER AND REVIEW EXPENDITURES FOR FEBRUARY 15-28, 2018. (C. GALVAN)

The Board reviewed and acknowledged the expenditures.

This item was for discussion only.

ITEM #16      EXECUTIVE SESSION PERMITTED BY THE OPEN MEETING ACT, V.T.C.A., GOVERNMENT CODE SECTION 551.001 ET. SEQ., UNDER SECTION 551.071, CONSULTATION WITH ATTORNEY; SECTION 551.072, DELIBERATION ABOUT REAL PROPERTY, SECTION 551.074 (A) (1), AUTHORIZING CERTAIN DELIBERATIONS ABOUT OFFICERS AND EMPLOYEES OF THE DISTRICT TO BE HELD IN EXECUTIVE SESSION

- A. DISCUSS LOT 1, P.I. INDUSTRIAL PARK AND ADJACENT LAGUNA MADRE WATER DISTRICT MAINTENANCE YARD ON WOODY LANE
- B. CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE PURCHASE 9.6 PLUS ACRES OF LAND.
- C. TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF DISTRICT EMPLOYEES TO WIT: DIRECTOR OF FINANCE

H. HOUSTON made a motion for the BOARD to go into executive session at 6:02 PM, seconded by D. WELLS. MOTION CARRIED UNANIMOUSLY.

The BOARD took a short recess before going into Executive Session.

H. HOUSTON made a motion for the BOARD to come out of executive session at 7:23 PM, seconded by R. WELLS. MOTION CARRIED UNANIMOUSLY.

ITEM #16      CONSIDERATION AND ACTION ON EXECUTIVE SESSION ITEMS, IF NECESSARY.

A. DISCUSS LOT 1, P.I. INDUSTRIAL PARK AND ADJACENT LAGUNA MADRE WATER DISTRICT MAINTENANCE YARD ON WOODY LANE

**Motion:** to proceed as directed.

Motion by H. HOUSTON, seconded by R. WELLS. MOTION CARRIED UNANIMOUSLY.

B. CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE PURCHASE 9.6 PLUS ACRES OF LAND.

**Motion:** to proceed as directed.

Motion by H. HOUSTON, seconded by D. WELLS. MOTION CARRIED UNANIMOUSLY.

C. TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF DISTRICT EMPLOYEES TO WIT: DIRECTOR OF FINANCE

**Motion:** to proceed as directed.

Motion by H. HOUSTON, seconded by R. WELLS. MOTION CARRIED UNANIMOUSLY.

ITEM #17 ADJOURNMENT

The CHAIRMAN adjourned the meeting at 7:24 PM.

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RICK WELLS, VICE CHAIRMAN

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DOYLE WELLS, SECRETARY

MINUTES APPROVED THIS 28<sup>TH</sup> DAY OF MARCH 2018.