

MINUTES
REGULAR MEETING – November 9, 2016
LAGUNA MADRE WATER DISTRICT
BOARD OF DIRECTORS

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 **9th day of NOVEMBER, 2016** at the hour of **5:00 P.M.**, pursuant to written notice as prescribed by law.

ITEM #1 **QUORUM**

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

BOARD OF DIRECTORS

Jeff Keplinger – Chairman
William “Whitey” J. Thomas – Vice Chairman
Scott D. Friedman – Secretary
Rick A. Wells – Director
Doyle Wells, III - Director

ADMINISTRATIVE STAFF

Carlos J. Galvan, Jr. – General Manager
Charles Ortiz – District Engineer
Victor Valdez - Director of Operations **ABSENT**
Sanjuana Garcia – Director of Finance
Eddie Lucio, III – Attorney **ABSENT**

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

The **CHAIRMAN** invited everyone in the audience to stand for the Invocation and Pledge of Allegiance.

ITEM #3 **INVITATION TO AUDIENCE FOR DISCUSSION**

Public comments and announcements were given at this time.

The **CHAIRMAN** asked if anyone in the audience would like to address the **BOARD**. No one responded.

ITEM #4 **CONSIDER AND APPROVE MINUTES FOR REGULAR MEETING OF OCTOBER 26, 2016**

A motion was made by **MR. D. WELLS** to approve Minutes for Regular Meeting of October 26, 2016, seconded by **MR. R. WELLS. MOTION CARRIED UNANIMOUSLY.**

ITEM #5 **ADMINISTER THE OATH OF OFFICE FOR NEWLY ELECTED BOARD MEMBERS. (C. GALVAN)**

The Unopposed Board Members from November 8, 2016 General Elections for the Laguna Madre Water District Board of Directors were administered the oath of office by the Honorable Judge Bennie Ochoa. The following newly elected Board Members listed were sworn in for: Position 2, Mr. Scott D. Friedman; Position 3, Mr. William J. Thomas; and Position 4, Mr. Jeff Keplinger.

A short recess was taken before the board returned to their seats.

ITEM #6 CONSIDER AND APPROVE RE-ORGANIZATION OF OFFICERS FOR THE BOARD OF DIRECTORS. (C. GALVAN)

The re-organization of Officers for the Board of Directors stayed as is.

A motion was made by **MR. D. WELLS** for the Officers to remain the same, seconded by **MR. S. FRIEDMAN. MOTION CARRIED UNANIMOUSLY.**

ITEM #7 CONSIDER AND APPROVE RE-ORGANIZATION OF OFFICERS FOR THE COMMITTEE'S LIST. (C. GALVAN)

The re-organization of Officers for the Committee's List stayed as is.

A motion was made by **MR. S. FRIEDMAN** for the Officers to remain the same, seconded by **MR. D. WELLS. MOTION CARRIED UNANIMOUSLY.**

ITEM #8 GENERAL MANAGER'S REPORT

- **ANTENNA VERIZON UPDATE**

MR. GALVAN reported on the following:

- **ANTENNA VERIZON UPDATE** - Verizon Wireless will be installing antenna on the roof top of the Landfall Tower.

ITEM #9 DISTRICT ENGINEER'S REPORT

- **PORT ISABEL WWTF IMPROVEMENTS AND OUTFALL EXTENSION**
- **WASTEWATER TREATMENT PLANTS REHABILITATION**
- **PORT ISABEL WATERLINE CONSTRUCTION**

MR. ORTIZ reported on the following:

- **PORT ISABEL WWTF IMPROVEMENTS AND OUTFALL EXTENSION –**

- For the Sewer Plant: Advertised for Bids, will issue Addendum No. 1 by the end of the week. Pre-Bid Construction Meeting on Oct. 27th, Bid date was extended to Dec. 6th and recommendation will be presented to the Board at a Regular Meeting in Dec.
- For Outfall Extension: Contractor is preparing submittals to getting materials to have everything installed.
- WASTEWATER TREATMENT PLANTS REHABILITATION -
 - Preconstruction meeting was this past Friday and notice to proceed is on Nov. 21.
 - Contract completion should be at the end of April.
- PORT ISABEL WATERLINE CONSTRUCTION –
 - Almost done with Garcia St. and getting close to tying into the 16 inch on HWY 100 and will continue with services along the alley.
 - Submittal for steel pipe are being reviewed for the bridge pipe at Long Island Village

ITEM #10 DIRECTOR OF OPERATION'S REPORT

- MONTHLY REPORT
- SLUDGE LOADS AT WATER PLANT 2 LAGOON
- TRUCK FACILITY

This Item was not discussed and there was nothing reported under this item.

ITEM #11 DIRECTOR OF FINANCE REPORT

- OCTOBER REVENUE
- AUDIT STATUS

MRS. GARCIA reported the following for the month of September:

- OCTOBER REVENUE – Auditors are still working on the Audit and unable to provide Financial Statements, only gave an update on the numbers: 17% increase based in consideration from last year and 30% decrease in expenses. It was a good month; there was more revenue and fewer expenses.
- AUDIT STATUS – So far only communicating with Auditors electronically and have yet to schedule a meeting. A Preliminary should be ready by the end of this month.

**ITEM #12 CONSIDER AND DISCUSS PORT ISABEL SCHOOL DISTRICT RIVER WATER USE.
(C. GALVAN)**

This item was for discussion only.

Mr. Galvan reported on the Potable Water Conversion to River Water Field Irrigation for the Port Isabel Schools, discussion and questions followed. After much deliberation the Board agreed it was too costly prohibited at this time.

ITEM #13 CONSIDER AND APPROVE TRAVEL FOR BOARD MEMBERS TO ATTEND ASSOCIATION OF WATER BOARD OF DIRECTORS MID-WINTER CONFERENCE IN AUSTIN, TEXAS ON JANUARY 27, 2017. (C. GALVAN)

A motion was made by **MR. S. FRIEDMAN** to approve travel for Board Members to attend Association of Water Board of Directors Mid-Winter Conference in Austin, Texas on January 27, 2017, seconded by **MR. R. WELLS. MOTION CARRIED UNANIMOUSLY.**

ITEM #14 CONSIDER AND AWARD ONE YEAR GROUND MAINTENANCE CONTRACT FOR GROUND KEEPING CARE SERVICES AT ALL DISTRICT SITES (BID# GM-16-10-13).

Mr. Galvan handed out printed copies of a revised Bid Tabulation, discussion and questions followed.

A motion was made by **MR. D. WELLS** to approve Award to MH Lawn Services for one year Ground Maintenance Contract for Ground Keeping Care Services at all District Sites (Bid# GM-16-10-13), seconded by **MR. R. WELLS. MOTION CARRIED UNANIMOUSLY.**

ITEM #15 CONSIDER AND APPROVE GEOTECHNICAL INVESTIGATION TO ASSESS SLOPE STABILITY FOR PORT ISABEL WWTF OUTFALL EXTENSION ADJACENT TO US ARMY CORPS OF ENGINEERS PLACEMENT AREA LEVEE. (C. ORTIZ)

A motion was made by **MR. W. THOMAS** to approve Geotechnical Investigation to Assess Slope Stability for Port Isabel WWTF Outfall Extension Adjacent to US Army Corps of Engineers Placement Area Levee, seconded by **MR. R. WELLS. MOTION CARRIED UNANIMOUSLY.**

ITEM #16 CONSIDER AND APPROVE PROFESSIONAL ENVIRONMENTAL SERVICES FOR INTERTEK – PSI TO ASSIST WITH REACTIVATION OF MONOFILL AT PORT ISABEL WASTEWATER TREATMENT PLANT. (C. ORTIZ)

There was discussion and questions regarding the reactivation of the Monofill at Port Isabel Wastewater Treatment Plant.

A motion was made by **MR. W. THOMAS** to approve Professional Environmental Services for Intertek PSI to assist with reactivation of Monofill at Port Isabel Wastewater Treatment Plant, seconded by **MR. R. WELLS. MOTION CARRIED UNANIMOUSLY.**

ITEM #17 CONSIDER AND APPROVE DISBURSEMENTS. (C. GALVAN)

There was discussion and questions on certain items on the Disbursements list.

A motion was made by **MR. S. FRIEDMAN** to approve Disbursements as presented, seconded by **MR. R. WELLS. MOTION CARRIED UNANIMOUSLY.**

ITEM #18 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

- a. CONSIDER AND DISCUSS BUFFER ZONE FOR PORT ISABEL WASTEWATER TREATMENT PLANT
- b. CONSIDER AND DISCUSS AMENDMENT TO AGREEMENT WITH GARCIA-DOUGHERTY INTERESTS
- c. CONSIDER AND DISCUSS LAND ACQUISITION AT WATER PLANT 2

A motion was made by *MR. R. WELLS* for the *BOARD* to go into executive session at 5:39 PM, seconded by *MR. W. THOMAS*. *MOTION CARRIED UNANIMOUSLY.*

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

A motion was made by *MR. W. THOMAS* for the *BOARD* to come out of executive session at 6:09 PM, seconded by *MR. S. FRIEDMAN*. *MOTION CARRIED UNANIMOUSLY.*

ITEM #19 CONSIDERATION AND ACTION ON EXECUTIVE SESSION ITEMS, IF NECESSARY.

The Chairman noted no action to be taken on Executive Session Items.

ITEM #20 ADJOURNMENT

There being no further business the *CHAIRMAN* adjourned the meeting at 6:09 PM.



SECRETARY



CHAIRMAN

MINUTES APPROVED THIS 22 DAY OF November 2016.