

MINUTES OF REGULAR MEETING
BOARD OF DIRECTORS
LAGUNA MADRE WATER DISTRICT

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 **8th day of JUNE 2016** at the hour of **6:00 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

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

LMWD STAFF: Noe Cantu, Water Plant Manager; Fernando Garcia, Accounts Payable/Procurement Agent; Joel Lopez, Distribution Manager; Minnie Mata, Customer Service Manager; and Mary Gamboa, HR/Benefits Administrator

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

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

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

The **CHAIRMAN** asked if anyone in the audience would like to address the **BOARD**.

Ms. Valerie Clark, a home owner at Holly Beach addressed the Board regarding annexation fees for the Holly Beach area.

ITEM #4 **CONSIDER AND APPROVE MINUTES FOR REGULAR MEETING OF MAY 25, 2016.**

A motion was made by **MR. WELLS** to approve Minutes for Regular Meeting of May 25, 2016 as submitted, seconded by **MR. FRIEDMAN**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #5 **GENERAL MANAGER’S REPORT**

- **CONSUMER CONFIDENCE REPORT**
- **DEPARTMENT OF LABOR**

MR. GALVAN reported on the following:

- **Consumer Confidence Report** - Report has been completed and will be posted on LMWD Website, report will no longer be mailed to customers (in compliance with TCEQ).
- **Department of Labor** – New rules for exempt and overtime employees, within the next few months changes will be made to pay scale and record keeping

ITEM #6 **DISTRICT ENGINEER’S REPORT**

- **ANNEXATION REQUEST / CONSIDER WATER SERVICE FOR SPI TRACT 31**
- **ISLA BLANCA WWTP REHABILITATION**

MR. ORTIZ reported on the following:

- **Annexation Request / Consider Water Service for SPI Tract 31** – Brief discussion regarding an annexation request from Mr. Doyle Wells, owner of Tract 31. Mr. Doyle Wells was present at meeting. Annexation Committee (Mr. Thomas and Mr. Wells) will meet on Thursday, June 9 @ 1 pm.
- **Isla Blanca WWTP Rehabilitation** – Briefly discussed May 12th TCEQ’s inspection at Isla Blanca WWTP and plans set to address the maintenance issues.

ITEM #7 **DIRECTOR OF OPERATION’S REPORT**

There was no report for this item.

ITEM #8 **DIRECTOR OF FINANCE REPORT**

- **ELECTIONS**
- **REVENUES REPORT**
- **INVENTORY**

MRS. GARCIA reported on the following:

- **Elections** – Mr. Garza with Cameron County Elections offered to give an up to date presentation on compliance matters at our next Regular Board Meeting.
- **Revenues Report**- Time net up to June 8th, 61% in revenues 65% in expenses.
- **Inventory**- Mr. Fernando Garcia and Mr. Jose Martinez will be attending 3 day training on the RTA System.

ITEM #9 **CONSIDER AND REMOVE FROM THE TABLE THE FOLLOWING ITEM Tabled ON THE BOARD MEETING OF MAY 25, 2016**

CONSIDER AND APPROVE APPOINTMENT TO THE BOARD OF DIRECTORS VACANCY

A motion was made by **MR. THOMAS** to remove the tabled item for discussion, seconded by **MR. WELLS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #10 **CONSIDER AND APPROVE APPOINTMENT TO THE BOARD OF DIRECTORS VACANCY**

A motion was made by **MR. THOMAS** to appoint Mr. Sidney “Butch” Mock to the Board of Directors vacancy, seconded by **MR. WELLS**, with **MR. FRIEDMAN** and **MR. KEPLINGER** opposing. **MOTION FAILED.**

ITEM #11 CONSIDER AND APPROVE PURCHASE OF BENCHTOP SPECTROPHOTOMETER FOR WATER PLANT DEPARTMENT (BID# WP-BENCHTOP SPECTROPHOTOMETER-16-05-1)

A motion was made by **MR. THOMAS** to approve purchase of Benchtop Spectrophotometer for Water Plant Department, seconded by **MR. WELLS. MOTION CARRIED UNANIMOUSLY.**

ITEM #12 CONSIDER AND APPROVE PURCHASE OF TRENCH BOX FOR DISTRIBUTION DEPARTMENT (BID# DISTRIBUTION-TRENCH-16-05-1)

A motion was made by **MR. FRIEDMAN** to approve purchase of Trench Box for Distribution Department, seconded by **MR. WELLS. MOTION CARRIED UNANIMOUSLY.**

ITEM #13 CONSIDER AND APPROVE PURCHASE OF PROGRESSIVE CAVITY PUMP FOR WASTEWATER PLANT (BID# WW-PUMP-16-05-02)

A motion was made by **MR. FRIEDMAN** to approve purchase of Progressive Cavity Pump for Wastewater Plant, seconded by **MR. WELLS. MOTION CARRIED UNANIMOUSLY.**

ITEM #14 CONSIDER AND APPROVE PURCHASE OF TWO (2) PUMPS FOR ANDY BOWIE LIFT STATION (BID# WW-PUMP-16-05-1)

A motion was made by **MR. FRIEDMAN** to approve purchase of two (2) pumps for Andy Bowie Lift Station, seconded by **MR. WELLS. MOTION CARRIED UNANIMOUSLY.**

ITEM #15 CONSIDER AND APPROVE PURCHASE OF TWO (2) A/C UNITS FOR TRUCK BARN FACILITY (BID# ELECTRICAL-AC-16-05-1)

A motion was made by **MR. WELLS** to approve purchase of two (2) A/C Units for Truck Barn Facility, seconded by **MR. FRIEDMAN. MOTION CARRIED UNANIMOUSLY.**

ITEM #16 CONSIDER AND APPROVE PURCHASE OF ELECTRICAL MATERIAL FOR LIFT STATION 21 (BID# LS-ELECTRICAL-16-05-2)

A motion was made by **MR. FRIEDMAN** to approve purchase of Electrical Material for Lift Station 21, seconded by **MR. WELLS. MOTION CARRIED UNANIMOUSLY.**

ITEM #17 CONSIDER AND APPROVE INVESTMENT POLICIES FOR 2016

A motion was made by **MR. FRIEDMAN** to approve Investment Policies for 2016, seconded by **MR. WELLS. MOTION CARRIED UNANIMOUSLY.**

ITEM #18 CONSIDER AND APPROVE DISBURSEMENTS

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

ITEM #19 ADJOURNMENT

There being no further business the *CHAIRMAN* adjourned the meeting at **6:36 p.m.**

JEFF KEPLINGER, CHAIRMAN

SCOTT D. FRIEDMAN, SECRETARY

MINUTES APPROVED THIS _____ DAY OF _____ 2016.