








**MINUTES**  
 Regular Meeting  
 Laguna Madre Water District  
 Board of Directors  
 Wednesday, July 13, 2022  
 5:30 PM – 5:53 PM  
 Board Room

1	<p><u>Quorum</u></p> <p>PRESENT:          Vice-Chairman, Adam Lalonde          Secretary, Jason Starkey          Director William "Bill" Donahue</p> <p><u>Absent</u>          Chairman, Scott Friedman          Director Dave Boughter</p> <p><u>Administrative Staff:</u>          General Manager, Carlos J. Galvan, Jr.          Director of Operations, Robert Gomez          District Engineer, Charles Ortiz          Director of Finance, Eduardo Salazar          Purchasing Agent, Enrique Samaniego          Attorney, Brian Hansen          Information Tech Specialist, Brandon Edge</p>		
2	<p><u>Pledge of Allegiance And Invocation</u></p> <p>The meeting began with the Pledge of Allegiance, and C. Ortiz said the Opening Prayer</p>		
3	<p><u>Invitation to the Audience for Public Comments</u></p> <p>Comments:</p> <ul style="list-style-type: none"> <li>C. Galvan noted the posting Notice for the upcoming November 8, 2022, Board of Director Membership Election was posted outside the District and on the website, along with an announcement of the two Positions to elect two Directors for the Board of Directors for Place 1 and Place 5. First Day to file for a place on the Ballot is July 23 and the Last Day to File is August 22. Printed copies of the Notice and Announcement were handed out at the meeting and attached to the minutes</li> </ul>		PUBLIC COMMENTS
4	<p><u>Consider and Discuss for Possible Approval of the Minutes for the Regular Meeting from June 21, 2022. (C. Galvan)</u></p> <p>Discussion:</p> <ul style="list-style-type: none"> <li>The motion carried unanimously to approve the Minutes as presented</li> </ul> <p>MOVED BY W. DONAHUE, SECONDED BY J. STARKEY.</p> <p>MOTION: MOVE TO APPROVE.</p>		MOTION CARRIED

5	<p><u>General Manager's Report</u> </p> <p>C. Galvan reported:</p> <ul style="list-style-type: none"> <li>• <u>Project Status</u>– Contractors finished installing a gravity line on the North side of HWY 100. The contractor is working at Lift Station #11 around the corner from Woody's Ln on pressure line to Wastewater Plant. They will begin cleaning up all the area</li> <li>• <u>Reservoir Levels</u> – The levels are at 25.3 %. The District will begin the Drought Management Plan's Mandatory Stage 3 Conservation level. The watering schedule Day and Times will be advertised on our website, in the local paper, on our social media, and possibly mailed to customers. Discussion ensued regarding the consequences of failing to comply</li> <li>• <u>Employee Recognition</u> – Roger Cisneros acquired his "A" Wastewater Licence</li> <li>• <u>South Padre Island Storm Drain Project</u> - We will be meeting with South Padre Island's engineers to go over their plans and get informed regarding the storm drain projects and the needs of the City to align the water lines. C. Galvan noted the District is not involved or doesn't have the budget for that type of project</li> </ul>	GENERAL MANAGERS' REPORT
6	<p><u>Consider and Discuss for Possible Approval a Resolution Adopting an Addendum to the District's Personnel Policy (Resolution Number 193-07-2022).</u></p> <p>Discussion:</p> <ul style="list-style-type: none"> <li>• C. Galvan noted the District has ten holidays and would like to add President's Day and Emancipation Day to the list. A comparison to other entities shows the District gives fewer Holidays. Discussion ensued regarding which Holidays to observe</li> <li>• Vice-Chairman suggested possibly, instead making Christmas Eve and New Year's from ½ day to full day and the Cesar Chaves Holiday</li> <li>• Vice-Chairman advised deferring till there is an entire Board present</li> <li>• Motion carried unanimously to table</li> </ul> <p><b>MOVED BY J. STARKEY, SECONDED BY W. DONAHUE.</b></p> <p><b>MOTION: MOVE TO THE TABLE.</b></p>	TABLED
7	<p><u>Director of Operation's Report</u></p> <ul style="list-style-type: none"> <li>• <u>Monthly Report</u> - R. Gomez reported on the Service Orders/Callouts, June 2022 compared to June 2021; the comparison mostly showed an overall decrease for this year in the Distribution Department. The Collection Department showed fewer calls this year. In addition, the Pretreatment and Lift Stations comparison dropped from 46 to 37 this year.</li> </ul>	DIRECTOR OF OPERATION'S REPORT
8	<p><u>District Engineer's Report</u> </p> <ul style="list-style-type: none"> <li>• <u>Status of Laguna Madre Desalination Intake and Industrial Discharge Modelling Study</u> – C. Ortiz noted the Corpse of Engineers got the fully executed contract back to us and the funding to begin the study.</li> </ul>	DISTRICT ENGINEER'S REPORT
9	<p><u>Consider and Discuss for Possible Approval of the Financial Reports for April 2022. (E. Salazar)</u> </p> <p>Discussion:</p>	MOTION CARRIED

	<ul style="list-style-type: none"> <li>The motion carried unanimously to acknowledge the approval of Financials for April 2022</li> </ul> <p><b>MOVED BY W. DONAHUE, SECONDED BY J. STARKEY.</b></p> <p><b>MOTION: MOVE TO APPROVE.</b></p>	
10	<p><u>Consider and Discuss for Possible Approval Payment Ratification for 98hp Submersible Pump for Lift Station 19. (C. Ortiz)</u> </p> <p>Discussion:</p> <ul style="list-style-type: none"> <li>E. Samaniego noted only one pump is working and, as per TCEQ, we need to have all three pumps working at all times and asked the Board to ratify the emergency purchase for \$39,910</li> <li>The motion carried unanimously</li> </ul> <p><b>MOVED BY J. STARKEY, SECONDED BY W. DONAHUE.</b></p> <p><b>MOTION: MOVE TO APPROVE</b></p>	MOTION CARRIED
11	<p><u>Consider and Discuss for Possible Approval Contract for Lease for Mailing Equipment and Software (E. Samaniego)</u> </p> <p>Discussion:</p> <ul style="list-style-type: none"> <li>E. Samaniego noted the current lease is ending and advertised for bids and proposals</li> <li>The motion carried unanimously to approve Pitney Bowes for \$30,010.84 per year on a four-year contract</li> </ul> <p><b>MOVED BY W. DONAHUE, SECONDED BY J. STARKEY.</b></p> <p><b>MOTION: MOVE TO APPROVE.</b></p>	MOTION CARRIED
12	<p><u>Consider and Review Expenditures from June 15, 2022, to June 30, 2022. (C. Galvan)</u> </p> <p>Discussion:</p> <ul style="list-style-type: none"> <li>The Board accepted the expenditures as presented</li> </ul> <p><b>EXPENDITURES WERE ACKNOWLEDGED UNANIMOUSLY BY J. STARKEY, W. DONAHUE, AND A. LALONDE</b></p>	ACKNOWLEDGMENT OF EXPENDITURES
13	<p><u>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; Under Section 551.072, Deliberations about Real Property; Under Section 551.074, Personnel Matters; Under Section 551.087, Deliberation Regarding Economic Development Negotiations:</u></p> <p>A. <u>Deliberation Regarding the Evaluation of District Employee To Wit: General Manager</u></p> <p>This item was not discussed and deferred to July's next regularly scheduled meeting.</p>	TABLED

	<p>THE CHAIRMAN ENTERTAINED A MOTION: TO TABLE UNTIL THE ENTIRE BOARD WAS PRESENT</p> <p>THE MOTION WAS CARRIED UNANIMOUSLY TO THE TABLE. J. STARKEY MOTIONED TO TABLE THE EXECUTIVE SESSION ITEM, SECONDED BY W. DONAHUE.</p>	
14	<p><u>Consideration and Action on Executive Session Items, if Necessary.</u></p> <p>THIS ITEM WAS NOT DISCUSSED AND DEFERRED TO JULY'S NEXT REGULARLY SCHEDULED MEETING ITEM 13 FOR MORE DETAILED INFORMATION.</p>	<p>NO ACTION</p>
15	<p><u>Adjournment</u></p> <p>THERE WAS NO FURTHER BUSINESS, SO THE VICE-CHAIRMAN ADJOURNED THE MEETING AT 5:53 PM.</p>	<p>MEETING ADJOURNED @ 5:53 PM</p>



SCOTT FRIEDMAN, CHAIRMAN




JASON STARKEY, SECRETARY

MINUTES APPROVED THIS 27<sup>TH</sup> DAY OF JULY 2022.