

**MINUTES**  
**REGULAR MEETING – FEBRUARY 8, 2017**  
**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 **8<sup>th</sup> day of FEBRUARY, 2017** 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***

Scott D. Friedman - Chairman  
William Thomas – Vice Chairman  
Doyle Wells – Secretary  
Jeff Keplinger – Director  
Rick Wells – Director      **ABSENT**

***ADMINISTRATIVE STAFF***

Carlos J. Galvan, Jr. – General Manager  
Charles Ortiz – District Engineer  
Victor Valdez - Director of Operations  
Sanjuana Garcia – Director of Finance  
Gustavo Ruiz – Attorney

**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 are given.

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

It was noted, Mr. Carlos J. Galvan, Jr. completed 30 years with the District and Mr. William Thomas completed his 50 years Pipe Fitters Union.

**ITEM #4**            **CONSIDER AND APPROVE MINUTES FOR REGULAR MEETING OF JANUARY 25, 2017.**  
**(C. GALVAN)**

A motion was made by **MR. W. THOMAS** to approve Minutes of Regular Meeting of December 14, 2016, seconded by **MR. J. KEPLINGER**. **MOTION CARRIED UNANIMOUSLY.**

**ITEM #5**            **DISTRICT ENGINEER'S REPORT**

- **CAPITAL PROJECTS UPDATE**
- **WASTEWATER PLANTS CONSTRUCTION STATUS**

Mr. Ortiz reported on the following:

- Capital Projects update - Current numbers on spreadsheet was reviewed and discussed
- Wastewater Plants Construction Status:
  - Isla Blanca- Ferguson continues work; Basin 3 has already been cleaned out, starting on phase 4 and hauling sludge on monofil – all staying on schedule. All submittals have been released. Equipment getting delivered within the next month.
  - Port Isabel- Agreement was signed; notice to proceed is dated for March 1 and it's a 15-month contract.

**ITEM #6**            **DIRECTOR OF OPERATION'S REPORT**

- **MONTHLY REPORT**

Mr. Valdez reported on the following for the month of January:

- 2 Water Taps and 2 Sewer Taps
- 23 Meter Tested in SPI
- Waterline Project- construction portion has been completed and tomorrow will do a final walkthrough
- Construction Maintenance Department repaired Unit #38 small vacuum truck

**ITEM #7**            **CONSIDER AND DISCUSS CHANGING LAGUNA MADRE WATER DISTRICT BOARD OF DIRECTORS REGULAR MEETING TIME**

This item was for discussion only.

There was a discussion on changing the Board of Directors Regular Meetings time from 5 PM to possibly 5:30 PM or 6 PM. It was agreed the meeting time needed to be changed and it will be considered for approval at the next Regular Meeting on February 22, 2017.

**ITEM #8            CONSIDER AND REMOVE FROM THE TABLE THE FOLLOWING ITEM TABLED AT  
REGULAR MEETING ON JANUARY 25, 2017:**

**CONSIDER AND APPROVE AMENDMENT TO SERVICE CONTRACT FOR SLUDGE MANAGEMENT  
SERVICES (BID # SMS-15-08-135). (C. ORTIZ)**

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

**ITEM #9            CONSIDER AND APPROVE AMENDMENT TO SERVICE CONTRACT FOR SLUDGE  
MANAGEMENT SERVICES (BID # SMS-15-08-135). (C. ORTIZ)**

Mr. Ortiz noted the Denali Water Solutions 5-year contract amount changed from the original amount of \$695.00 to \$515 per container, discussion ensued.

A motion was made by **MR. W. THOMAS** to approve Amendment to Service Contract for Sludge Management Services (Bid # SMS-15-08-135), seconded by **MR. J. KEPLINGER**. **MOTION CARRIED UNANIMOUSLY.**

**ITEM #10          CONSIDER AND APPROVE EMERGENCY ACTION FOR SEWER PIPE REPAIR ON  
MESQUITE DR. AT TAYLOR IN LAGUNA VISTA. (C. ORTIZ)**

Discussion and questions ensued regarding the sewer pipe repairs in Laguna Vista.

A motion was made by **MR. J. KEPLINGER** to approve Emergency Action for Sewer Pipe Repair on Mesquite Dr. at Taylor in Laguna Vista, seconded by **MR. W. THOMAS**. **MOTION CARRIED UNANIMOUSLY.**

**ITEM #11          CONSIDER AND APPROVE ELIMINATING THE FOLLOWING PAYROLL DEDUCTIONS THAT  
ARE AVAILABLE TO LAGUNA MADRE WATER DISTRICT EMPLOYEES AS AN ELECTIVE:  
IDENTITY THEFT; GYM; VOYA; AND METLIFE. (C. GALVAN)**

There was discussion and it was agreed to terminate the elective deductions (listed above) and the District will no longer be accountable for payment through the District's payroll process.

A motion was made by **MR. D. WELLS** to approve eliminating the following Payroll Deductions that are available to Laguna Madre Water District Employees as an elective: Identity Theft; Gym; Voya; and MetLife, seconded by **MR. J. KEPLINGER**. **MOTION CARRIED UNANIMOUSLY.**

**ITEM #12      CONSIDER AND APPROVE A RESOLUTION ADOPTING A REVISED PLAN UNDER SECTION 604 AND SECTION 1405 ON THE PERSONNEL POLICY FOR THE LAGUNA MADRE WATER DISTRICT, (RESOLUTION NO. 144-02-17). (C. GALVAN)**

There was discussion and motions for approval were receded and instead, no action was taken. The above documents will be further reviewed by Staff and will be presented at a Regular Meeting.

The Chairman noted no action taken. **MOTION FAILED.**

**ITEM #13      CONSIDER AND APPROVE A RESOLUTION ADOPTING A BUDGET AMENDMENT TO CAPITAL PROJECTS FOR THE FISCAL YEAR 2016-2017 OF THE LAGUNA MADRE WATER DISTRICT (RESOLUTION NO. 145-02-17). (S. GARCIA)**

Discussion and questions ensued regarding the changes from water to sewer portion in Capital Projects Budget Amendment.

A motion was made by **MR. J. KEPLINGER** to approve a Resolution Adopting a Budget Amendment to Capital Projects for Fiscal Year 2016-2017 of the Laguna Madre Water District (Resolution No. 145-02-17), seconded by **MR. W. THOMAS**. **MOTION CARRIED UNANIMOUSLY.**

**ITEM #14      CONSIDER AND APPROVE PROFESSIONAL SERVICES FOR PORT ISABEL WATER QUALITY MONITORING AND REPORTING ASSISTANCE. (C. ORTIZ)**

Mr. Ortiz noted the Amendment was for an increase of \$14,880.00 to the contract agreement for Engineering Services with Carollo Engineers, Inc. for Port Isabel Water Quality Monitoring and Reporting Assistance.

A motion was made by **MR. J. KEPLINGER** to approve Professional Services for Port Isabel Water Quality Monitoring and Reporting Assistance, seconded by **MR. D. WELLS**. **MR. W. THOMAS** opposed. **MOTION CARRIED.**

**ITEM #15      CONSIDER AND APPROVE BUYBOARD PROPOSAL FROM DOGGETT HEAVY MACHINERY FOR JOHN DEERE LANDSCAPE LOADER FOR SLUDGE MANAGEMENT OPERATIONS. (C. ORTIZ)**

There was discussion, motions for approval were receded and instead, no action was taken. The above documents will be further reviewed by Staff and will be presented at a Regular Meeting.

The Chairman noted no action taken. **MOTION FAILED.**

ITEM #16      CONSIDER AND APPROVE PROFESSIONAL SERVICES FOR ISLA BLANCA WASTEWATER TREATMENT FACILITY AERATION BASIN MODIFICATIONS. (C. ORTIZ)

There was a motion to review and discuss item only by **MR. D. WELLS**, seconded by **MR. J. KEPLINGER**. Discussion and questions followed and no action was taken.

The Chairman noted no motion for approval. **MOTION FAILED.**

ITEM #17      CONSIDER AND AWARD SCADA PANEL UPGRADE AT ANDY BOWIE ELEVATED STORAGE TANK (C. ORTIZ)

Mr. Ortiz recommended going with the upgrade option that included materials and labor for a total price of \$13,760.00.


A motion was made by **MR. J. KEPLINGER** to approve the full upgrade for \$13,760.00 on SCADA panel upgrade at Andy Bowie Elevated Storage Tank, seconded by **MR. W. THOMAS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #18      CONSIDER AND APPROVE DISBURSEMENTS. (C. GALVAN)

A motion was made by **MR. J. KEPLINGER** to approve Disbursements as presented, seconded by **MR. D. WELLS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #19      ADJOURNMENT

There being no further business the **CHAIRMAN** adjourned the meeting at **5:45 PM.**



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SCOTT FRIEDMAN, CHAIRMAN



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DOYLE WELLS, SECRETARY

MINUTES APPROVED THIS 22nd DAY OF february 2017.