

MINUTES
REGULAR MEETING – APRIL 26, 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 **26TH day of APRIL 2017** 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 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 **ABSENT**

Rick Wells – Director

ADMINISTRATIVE STAFF

Carlos J. Galvan, Jr. – General Manager

Charles Ortiz – District Engineer

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 at this time.

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

Mr. Gustavo Ruiz gave his apologies for not attending the last Board Meeting, was in Court in Austin, Texas and missed his flight.

ITEM #4 **CONSIDER AND APPROVE MINUTES OF REGULAR MEETING ON APRIL 12, 2017.**
(C. GALVAN)

MR. R. WELLS made a motion to approve Minutes of Regular Meeting on April 12, 2017, seconded by **MR. D. WELLS**.
MOTION CARRIED UNANIMOUSLY.

ITEM #5 **GENERAL MANAGER'S REPORT**

- **ELEMENTARY SCHOOL PRESENTATION**
- **WATER PLANT TOUR**
- **EARTH DAY**

Mr. Galvan reported on the following: **ELEMENTARY SCHOOL PRESENTATION** - District Employees Jarrod Martinez and Noe Cantu gave a power point presentation on the Water Works System for Elementary Schools and promoted water conservation.

WATER PLANT TOUR - A Tour of the Water Plant was given to 5th graders and water conservation was promoted

EARTH DAY - Laguna Vista celebrated Earth Day and District Employees, Minnie Mata and Santiago Ochoa represented LMWD and promoted water conservation;

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

- **LMWD PORT ISABEL WASTEWATER TREATMENT FACILITY; WATER RECLAMATION AND REUSE FACILITY MASTER PLAN PROJECT**
- **ENFORCEMENT AT ISLA BLANCA WASTEWATER TREATMENT PLANT**

Mr. Ortiz reported on the following: **LMWD PORT ISABEL WASTEWATER TREATMENT FACILITY; WATER RECLAMATION AND REUSE FACILITY MASTER PLAN PROJECT** - Discussion ensued regarding the Title 16 Project funded with the Bureau Reclamation report in 2015. It was noted, the Board requested to see a proposed response.

ENFORCEMENT AT ISLA BLANCA WASTEWATER TREATMENT PLANT - Discussion ensued regarding the Notification that was placed on enforcement. The problem that caused the enforcement has been corrected. Next, fine will be paid and will be submitting 90 days of monitoring reports. It was noted, an item will be placed on the next agenda for Board action.

ITEM #7 DIRECTOR OF FINANCE REPORT

- **TECHNOLOGY INTERNAL CONTROLS**
- **PROPOSE DATE FOR BUDGET AMENDMENT FY2017**

Mrs. Garcia reported on the following: **TECHNOLOGY INTERNAL CONTROLS** – Attended a training in Austin, Texas. There will be Implementation on Inventory Regulations, Depository Agreement, Proper security control and fraud procedures.

PROPOSE DATE FOR BUDGET AMENDMENT FY2017 – Budget Committee Meeting will be scheduled to discuss first budget amendment.

ITEM #8 PRESENTATION BY CAROLLO ENGINEERS ON WATER QUALITY CORROSIVITY

This item was for discussion only.

A presentation by Carollo Engineers was given by Mr. Greg Pope, PhD, PE, on Lead and Copper Sampling and Corrosivity Analysis. There was discussion and questions following the presentation.

ITEM #9 PRESENTATION BY CAROLLO ENGINEERS ON PORT ISABEL WWTP SLUDGE HOLDING TANKS MODIFICATION

This item was for discussion only.

A presentation was given by Mr. Leon Allen, PE, on Additional Project Elements for the Sludge holding tanks modification at Port Isabel Wastewater Treatment Facility. There was discussion and questions following the presentation.

ITEM #10 CONSIDER AND DISCUSS HIRING A PROCUREMENT OFFICER.

This item was for discussion only.

There was a discussion on possibly hiring a Purchasing Contract Service outside of the District or hiring internal for the District's purchasing of materials and supplies; and the Board agreed with action to proceed in placing an item on the agenda for consideration and approval at the next Regular Meeting of May 10, 2017.

ITEM #11 CONSIDER AND DISCUSS FOR APPROVAL NEW FIXED ELECTRICITY RATE FOR UP TO THREE YARS FROM CURRENT PROVIDER TEXAS GENERAL LAND OFFICE

This item was for discussion only.

Mrs. Garcia reported the current provider Cavallo Energy is giving the District the opportunity to extend the current contract with a fixed rate of .03821. This is the lowest rate the District's had in the past 4 years. Discussion ensued and the Board agreed to wait until the completion of the contract ending in 2018 and prepare bids to get the best competitive rate.

ITEM #12 CONSIDER AND APPROVE RETIREMENT PLAN RATE AS REQUIRED BY TCDRS OF 14.27% OR HIGHER

There was a discussion on TCDRS Retirement Plan Funding required contribution rate of 14.27%. Discussion ensued and the Board agreed to approve the required rate provided for this year.

It was noted, for staff to inquire if it was a state program or not.

A motion was made by **MR. R. WELLS** to approve retirement plan rate of 14.27%, seconded by **MR. D. WELLS**. **MR. W. THOMAS** opposed. **MOTION CARRIED.**

ITEM #13 CONSIDER AND APPROVE DISBURSEMENTS.

There was a discussion on certain items on the disbursement list.

MR. D. WELLS made a motion to approve Disbursements as presented, seconded by **MR. R. WELLS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #14 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. CONSIDER AND APPROVE LAND PURCHASE AT WATER PLANT #2.
- B. CONSIDER AND DISCUSS EASEMENT ACQUISITION FOR A 0.7 AC TRACT OF LAND LOCATED ON HESS TRACT WITHIN PORT ISABEL WWTP BUFFER ZONE.
- C. CONSULTATION WITH LEGAL COUNSEL REGARDING LAGUNA MADRE WATER DISTRICT PERSONNEL ON A MATTER IN WHICH THE DUTY OF THE ATTORNEY TO THE GOVERNMENTAL BODY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS CLEARLY CONFLICTS WITH THIS CHAPTER PURSUANT TO SECTION 551.071 OF THE TEXAS OPEN MEETINGS ACT.

A motion was made by **MR. D. WELLS** for the **BOARD** to go into executive session at 6:55 PM, seconded by **MR. R. WELLS**. **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 7:21 PM, seconded by **MR. R. WELLS**. MOTION CARRIED UNANIMOUSLY.

ITEM # 15 CONSIDERATION AND ACTION ON EXECUTIVE SESSION ITEMS, IF NECESSARY.

- A. CONSIDER AND APPROVE LAND PURCHASE AT WATER PLANT #2
- B. CONSIDER AND DISCUSS EASEMENT ACQUISITION FOR A 0.7 AC TRACT OF LAND LOCATED ON HESS TRACT WITHIN PORT ISABEL WWTP BUFFER ZONE.
- C. CONSULTATION WITH LEGAL COUNSEL REGARDING LAGUNA MADRE WATER DISTRICT PERSONNEL ON A MATTER IN WHICH THE DUTY OF THE ATTORNEY TO THE GOVERNMENTAL BODY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS CLEARLY CONFLICTS WITH THIS CHAPTER PURSUANT TO SECTION 551.071 OF THE TEXAS OPEN MEETINGS ACT.

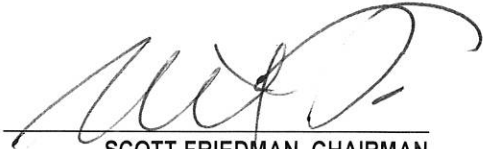
Action Relative to Executive Session Item A - **MR. W. THOMAS** made a motion to proceed as directed, seconded by **MR. R. WELLS**. MOTION CARRIED UNANIMOUSLY.

Action Relative to Executive Session Item B - **MR. W. THOMAS** made a motion to proceed as directed, seconded by **MR. D. WELLS**. MOTION CARRIED UNANIMOUSLY.

Action Relative to Executive Session Item C – The **CHAIRMAN** noted, No action at this time.

ITEM #16 ADJOURNMENT

The **CHAIRMAN** adjourned the meeting at 7:22 PM.



SCOTT FRIEDMAN, CHAIRMAN



DOYLE WELLS, SECRETARY

MINUTES APPROVED THIS 10TH DAY OF MAY 2017.