

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 **13th day of JULY 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
Sanjuana Garcia – Director of Finance
Eddie Lucio, III – Attorney **ABSENT**

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**. No one responded.

ITEM #4 CONSIDER AND APPROVE MINUTES FOR REGULAR MEETING OF JUNE 08, 2016.

A motion was made by **MR. WELLS** to approve Minutes for Regular Meeting of June 08, 2016 as submitted, seconded by **MR. FRIEDMAN**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #5 GENERAL MANAGER’S REPORT

- **LEAD AND COPPER**

MR. GALVAN reported on the following:

- **Lead and Copper** - 30 samples taken in Laguna Vista, Laguna Heights and Port Isabel, required by state for TCEQ. All samples were on the low side on the contaminant level. The next sampling will be in 3 years.

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

- **WASTEWATER TREATMENT PLANT IN PORT ISABEL MASTER PLAN**
- **ADVANCED WATER TREATMENT FACILITY IN LAGUNA VISTA**
- **TEXAS WATER DEVELOPMENT BOARD LOAN**

MR. ORTIZ reported on the following:

- **Wastewater Treatment Plant in Port Isabel Master Plan** – Recap of the Master Plan, Exhibits were reviewed and discussion occurred.
- **Advanced Water Treatment Facility in Laguna Vista** - exhibits were reviewed and discussion occurred.
- **Texas Water Development Board Loan** - review and discussion occurred.

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

MR. VALDEZ reported on following:

For the month of May and June:

- 40- meters tester; 8-spliced & maintenance; 13-swapped; 14-water taps; and 5- sewer taps
- Laguna Vista- looped 2" water line behind Morris Street
- Mesquite Drive new line connection is up and running
- Sewer- 6" sewer line break on HWY 100 (in front of trailer park across from Hino Gas), work will be done in-house
- New Construction Crew – trial bases for now will become official upcoming fiscal year

ITEM #8 **DIRECTOR OF FINANCE REPORT**

- **EMPLOYEE'S FUNDRAISING**
- **INSURANCE REIMBURSEMENTS**
- **HEALTH INSURANCE YEAR 2017**
- **WINDSTORM AND HAIL INSURANCE YEAR 2017**
- **ELECTIONS STATUS**

MRS. GARCIA reported on the following:

- **Employee's Fundraising** – LMWD Employee's will be participating with IBC Bank Fundraisers for MD Anderson Campaign to help end Cancer.
- **Insurance Reimbursements** – \$23,000.00 dollars reimbursement in TML Claims
- **Health Insurance Year 2017** – Recommendation to renew with current provider
- **Windstorm and Hail Insurance Year 2017** – \$8,500.00 dollars reduction for next year.
- **Elections Status** – Update on Elections – No applicants as of today.

ITEM #9 **CONSIDER AND APPROVE APPOINTMENT TO THE BOARD OF DIRECTORS VACANCY**

A motion was made by **MR. WELLS** to appoint **MR. DOYLE WELLS III**, seconded by **MR. THOMAS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #10 CONSIDER AND RATIFY CLS EQUIPMENT REPAIRS TO VAC-CON UNIT 21

A motion was made by **MR. THOMAS** to approve CLS Equipment repairs to Vac-Con Unit 2, seconded by **MR. WELLS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #11 CONSIDER AND APPROVE EMERGENCY REPAIRS TO 16" INCH SEWER LINES LOCATED IN PORT ISABEL

This item was not discussed. The **CHAIRMAN** indicated **NO ACTION**; item #11 will be done in-house.

ITEM #12 CONSIDER AND APPROVAL TO INSTRUCT LEGAL COUNSEL TO PREPARE AND FILE BOTH WATER AND SEWER CCN APPLICATIONS FOR LAGUNA MADRE WATER DISTRICT

The document was tabled for review and item was deferred to the next Regular Meeting.

A motion was made by **MR. THOMAS** to table item at this time for further review, seconded by **MR. FRIEDMAN**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #13 CONSIDER AND APPROVE PRE- AND POST-CONSTRUCTION SURVEYS FOR NATIONWIDE PERMIT VERIFICATION COMPLIANCE FOR PORT ISABEL WASTEWATER TREATMENT PLANT OUTFALL RELOCATION

A motion was made by **MR. WELLS** to approve Pre- and Post- Construction Surveys for Nationwide permit verification compliance for Port Isabel Wastewater Treatment Plant Outfall Relocation, seconded by **MR. THOMAS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #14 CONSIDER AND APPROVE FINANCIAL STATEMENTS FOR THE MONTH OF MAY 2016

A motion was made by **MR. WELLS** to approve Financial Statements for the month of May 2016, seconded by **MR. FRIEDMAN**. **MOTION CARRIED UNANIMOUSLY**

ITEM #15 CONSIDER AND APPROVE RESOLUTION ADOPTING A REVISED PLAN (SECTION 1402) ON THE PERSONNEL POLICY FOR THE LAGUNA MADRE WATER DISTRICT (RESOLUTION NO. 135-07-16)

A motion was made by **MR. WELLS** to approve Resolution No. 135-07-16 to Adopting a Revised Plan (Section 1402) on the Personnel Policy for the Laguna Madre Water District, seconded by **MR. FRIEDMAN**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #16 CONSIDER AND APPROVE DISBURSEMENTS

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

**ITEM #17 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
AUTHORIZE DISTRICT ENGINEER TO NEGOTIATE LAND PURCHASE WITH IBC BANK FOR PROPOSED SLUDGE BASIN AT WATER PLANT 2**

A motion was made by **MR. THOMAS** for the **BOARD** to go into executive session at **6:35 pm**, seconded by **MR. WELLS**. **MOTION CARRIED UNANIMOUSLY.**

The Board took a five (5) minute recess before going into Executive Session.

A motion was made by **MR. FRIEDMAN** for the **BOARD** to come out of executive session at **6:55 pm**, seconded by **MR. THOMAS. MOTION CARRIED UNANIMOUSLY.**

ITEM #18 CONSIDERATION AND ACTION ON EXECUTIVE SESSION ITEMS, IF NECESSARY

During Executive Session Mr. Eddie Lucio III was contacted for a teleconference.

A motion was made by **MR. WELLS** to approve Amended motion authorizing District Engineer to negotiate land purchase with IBC Bank for proposed Sludge Basin at Water Plant 2 within parameters discussed in Executive Session (and District Engineer's signature is not binding), seconded by **MR. FRIEDMAN. MOTION CARRIED UNANIMOUSLY.**

ITEM #19 ADJOURNMENT

There being no further business the **CHAIRMAN** adjourned the meeting at **6:56 p.m.**

JEFF KEPLINGER, CHAIRMAN

SCOTT D. FRIEDMAN, SECRETARY

MINUTES APPROVED THIS _____ DAY OF _____ 2016.