


MINUTES
 Regular Meeting
 Laguna Madre Water District
 Board of Directors
 Tuesday, May 17, 2022
 5:30 PM – 6:06 PM
 Board Room

1	<p><u>QUORUM</u></p> <p>PRESENT: Chairman, Scott Friedman Vice-Chairman, Adam Lalonde Secretary, Jason Starkey Director William "Bill" Donahue Director Dave Boughter</p> <div style="text-align: center;">  VIRTUAL MEETING WITH ZOOM </div> <p>ADMINISTRATIVE STAFF: 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. Galvan 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"> • C. Galvan noted: <ul style="list-style-type: none"> ○ Laurence Gonzalez acquired his "B" license on May 11 ○ Reports of taste and odor complaints, possibly caused by the Rio Grande River's low water levels, looking into the matter and testing the water to see any contamination even though TCEQ picked up samples in April and found everything ok. The District is doing a temporary disinfectant conversion from chloramine to free chlorine for the next two weeks. Notification sent through emails, website, and social media • E. Salazar introduced the new hiring of the Information Tech Specialist, Brandon Edge. 	PUBLIC COMMENTS
4	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF THE MINUTES FOR THE REGULAR MEETING FROM APRIL 27, 2022. (C. GALVAN) 💧</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • The motion carried unanimously to approve the Minutes as presented <p>Moved by D. BOUGHTER, seconded by A. LALONDE.</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"> • <u>DISCUSS SECOND REGULAR MEETING FOR JUNE, ASSOCIATION OF WATER BOARD DIRECTORS (AWBD) 2022 ANNUAL CONFERENCE</u> – The upcoming Conference is in June, and three Board Members have registered to attend. • <u>GROUND BREAKING CEREMONY FOR WATER PLANT 1</u> – A reminder to the Board of the Groundbreaking Ceremony on Tuesday, May 24 at 9 AM. The District also invited local entities • <u>GENERAL MANAGER EVALUATION MAY 25, 2022</u> – C. Galvan noted he attached the Evaluation Form to the Board Packets and let them know the deadline is May 25, 2022 	GENERAL MANAGERS' REPORT
6	<p><u>CONSIDER AND DISCUSS FOR APPROVAL OF A RESOLUTION CANVASSING THE RETURNS AND DECLARING THE RESULTS OF A BOND ELECTION ON MAY 7, 2022. (C. GALVAN)</u> 💧</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • C. Galvan noted Cameron County Department of Elections conducted the Elections and delivered the Canvass Report for the Election held on May 7, 2022. Printed copies were handed out and attached to the minutes • The Board was in favor and adopted the resolution canvassing the returns and declaring the results of a Bond Election on May 7, 2022, in regards to Long Island Village • The resolution passed, the motion carried unanimously, and the following voted "FOR": <ul style="list-style-type: none"> ○ William "Bill" Donahue ○ Scott D. Friedman ○ Adam Lalonde ○ David Boughter ○ Jason Starkey <p>Moved by W. DONAHUE, seconded by A. LALONDE.</p> <p>Motion: Move to Adopt a Resolution Canvassing the Returns and Declaring the Results of a Bond Election.</p>	MOTION CARRIED
7	<p><u>CONSIDER AND DISCUSS FOR APPROVAL THE UPDATED 2022 HURRICANE SEASON PREPAREDNESS POLICY. (C. GALVAN)</u> 💧</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • Felipe Zamora, Safety Coordinator Officer of the District, presented the Hurricane Operations Manual, followed by questions and answers • Mr. Zamora noted mostly general informational updates; there were no considerable changes to the manual • The motion carried unanimously to approve <p>Moved by D. BOUGHTER, seconded by W. DONAHUE.</p> <p>Motion: Move to approve</p>	MOTION CARRIED

8	<p><u>DIRECTOR OF OPERATION'S REPORT</u> 💧</p> <ul style="list-style-type: none"> • <u>MONTHLY REPORT</u> - R. Gomez reported on the Service Orders/Callouts, April 2022 compared to April arch 2021; the comparison mostly showed an overall increase for this year with 317 calls compared to the previous year 241. The growth mainly contributed to the water taps in the Distribution Department. The Collection Department showed fewer calls this year; this year, we had 51, and last year 61. The Pretreatment and Lift Stations comparison stayed about the same 	<p>DIRECTOR OF OPERATIONS REPORT</p>
9	<p><u>DISTRICT ENGINEER'S REPORT</u> 💧</p> <ul style="list-style-type: none"> • <u>WATER DISTRIBUTION CONSTRUCTION STATUS</u> – C. Ortiz reported the waterline on Laguna Blvd is about 60% complete. TXDOT approved a permit to install a 12" waterline crossing at the causeway using the open-cut installation • <u>PORT ISABEL SEWER CONSTRUCTION STATUS</u> – The Contractor tests the lines and sections of sewer along SH100 and 2nd Street in Port Isabel and continues installing gravity sewer. Sewer installs from Woody's Ln to Shell Harbor Subdivision on SH100 is in progress. Negotiating amount of pavement repair at the church parking lot to decommission Lift Station #30, located behind Isabel's Café and Lighthouse Assembly of God Church • <u>DISTRICT FACILITIES ASSESSMENT STATUS</u> – Staff reviewed the draft Facilities Assessment and Program Report on Monday, 16 • A. Lalonde mentioned a constant issue with the Lift Station alarm going off at the Golf Course for an extended period (like an hour), and it's annoying; what's causing it, and what can we do to remedy it? C. Ortiz explained that there are some voltage issues and that AEP is working to see what's causing that voltage issue 	<p>DISTRICT ENGINEER'S REPORT</p>
10	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF THE PROFESSIONAL SERVICES AGREEMENT WITH GARVER FOR ANDY BOWIE WASTEWATER TREATMENT PLANT'S STRICTER EFFLUENT LIMITATIONS. (C ORTIZ)</u> 💧</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • C. Ortiz noted the services not to exceed \$35,000 • The motion carried unanimously to approve the Professional Services Agreement with Garver for Andy Bowie Wastewater Plant's stricter effluent limitations <p>Moved by D. BOUGHTER, seconded by A. LALONDE.</p> <p>Motion: Move to approve.</p>	<p>MOTION CARRIED</p>
11	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF DESIGN SERVICES FOR MAIN OFFICE PARKING IMPROVEMENTS (C ORTIZ)</u> 💧</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • C. Ortiz noted the proposal amount is \$7,800 for a topographic and elevation survey and drafting of survey data in connection with the Administrative Building <p>Moved by A. LALONDE, seconded by D. BOUGHTER.</p> <p>Motion: Move to approve.</p>	<p>MOTION CARRIED</p>

12	<p><u>DIRECTOR OF FINANCE REPORT</u> 💧</p> <ul style="list-style-type: none"> • <u>COST OF LIVING ADJUSTMENT REPORT</u> – E. Salazar reported on the calculation for the COLA. <ul style="list-style-type: none"> ○ The computation estimated cost of COLA: 8.0%. The estimated Cost of Dollars: is \$266,664 ○ A. Lalonde asked how the District would pay for the increase? E. Salazar noted that it is too early to tell what the expenses will be like, and the budget hasn't been processed. <p>E. Salazar also mentioned the District's Water Fees have not been adjusted since 2007. E. Salazar noted that next year there would be a rate increase of 2.5% and possibly consider moving up the rate study for this year since all expenses are arising</p> 	DIRECTOR OF FINANCE REPORT
13	<p><u>CONSIDER AND DISCUSS POSSIBLE APPROVAL PURCHASE OF COMPACT TRACK LOADER FOR WATER PLANT (E. SAMANIEGO)</u> 💧</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • E. Samaniego recommended Board approval in awarding the Buy Board contract to Kubota for the purchase of one compact track loader for \$52,112.97 • The motion carried unanimously to approve the purchase <p>Moved by W. DONAHUE, seconded by D. BOUGHTER.</p> <p>Motion: Move to approve.</p>	MOTION CARRIED
14	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL REPAIR OF ADMINISTRATION BUILDING FLAT ROOF. (E. SAMANIEGO)</u> 💧</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • E. Samaniego recommended Board approval in awarding the contract to Texas Platinum Roofing for the repairs, the cost of \$45,853.33 • The motion carried unanimously to approve repairs <p>Moved by D. BOUGHTER, seconded by A. LALONDE.</p> <p>Motion: Move to approve.</p>	MOTION CARRIED
15	<p><u>CONSIDER AND REVIEW EXPENDITURES FROM APRIL 16, 2022, TO APRIL 30, 2022. (C. GALVAN)</u> 💧</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • The Board accepted the expenditures as presented <p>Expenditures were acknowledged unanimously by D. BOUGHTER, A. LALONDE, W. DONAHUE, J. STARKEY, and S. FRIEDMAN.</p>	ACKNOWLEDGMENT OF EXPENDITURES
16	<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</u></p>	TABLED

	<p><u>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 June's next regularly scheduled meeting.</p> <p>THE CHAIRMAN ENTERTAINED A MOTION: TO TABLE UNTIL THE ENTIRE BOARD WAS PRESENT</p> <p>The motion was carried unanimously to table. J. STARKEY made a motion to table the executive session item, seconded by D. BOUGHTER.</p>	
17	<p><u>CONSIDERATION AND ACTION ON EXECUTIVE SESSION ITEMS, IF NECESSARY.</u></p> <p>This item was not discussed and deferred to June's next regularly scheduled meeting. See item 16 for more detailed information.</p>	NO ACTION
18	<p><u>ADJOURNMENT</u></p> <p>There being no further business, the CHAIRMAN adjourned the meeting at 6:06 PM.</p>	MEETING ADJOURNED @ 6:06 PM



 SCOTT FRIEDMAN, CHAIRMAN



 WILLIAM DONAHUE, DIRECTOR

MINUTES APPROVED THIS 8TH DAY OF JUNE 2022.