

**MINUTES**  
**REGULAR MEETING – MAY 24, 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 **24<sup>TH</sup> day of MAY 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

Rick Wells – Director    **ABSENT**

***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.

It was noted, boots for the Districts employees were received, and showed appreciation to the Board.

**ITEM #4            CONSIDER AND APPROVE MINUTES OF REGULAR MEETING ON MAY 10, 2017. (C. GALVAN)**

*MR. D. WELLS* made a motion to approve Minutes of Regular Meeting on May 10, 2017, seconded by *MR. J. KEPLINGER*.  
*MOTION CARRIED UNANIMOUSLY.*

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

- **VERIZON WIRELESS ANTENNAS**

Mr. Galvan reported on the following: **VERIZON WIRELESS ANTENNAS -** Recommended to move forward with an agreement with Verizon Wireless for Antenna at Andie Bowie Water Tank. The Document will be an action item for consideration and approval at the next Regular Meeting.

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

- **PORT ISABEL WWTP OUTFALL EXTENSION CONSTRUCTION PROGRESS**
- **WATER PLANT 2 SLUDGE DRYING BASINS**

Mr. Ortiz reported on the following: **PORT ISABEL WWTP OUTFALL EXTENSION CONSTRUCTION PROGRESS –**

- Pipelines are in place and completed tests for the pipe, and completing test for the manholes
- Pending is the tie into the existing 27" pipe, will tie in by the end of next week
- Coast Guard application submitted for signage
- Getting Quotes to remove Bees in an abandoned building near a manhole

**WATER PLANT 2 SLUDGE DRYING BASINS -**

- Land purchase update, it's currently at the Title Company
- Title commitment was received, and some items need to be taken care of before closing, District's Counsel reviewing

**ITEM #7            DIRECTOR OF FINANCE REPORT**

• **METER UPDATE**

Mrs. Garcia reported on the following: **METER UPDATE –**

- Received a good response on AMI Proposal
- A total of 7 vendors are offering their services
- Discussion occurred and recommended a Workshop

**ITEM #8            CONSIDER AND REMOVE FROM THE TABLE THE FOLLOWING ITEM TABLED AT  
REGULAR MEETING ON MAY 10, 2017**

**CONSIDER AND APPROVE MASTER AGREEMENT FOR PROFESSIONAL SERVICES WITH GARVER**

*MR. J. KEPLINGER* made a motion to remove the item from the table, seconded by *MR. D. WELLS. MOTION CARRIED UNANIMOUSLY.*

**ITEM #9            CONSIDER AND APPROVE MASTER AGREEMENT FOR PROFESSIONAL SERVICES WITH  
GARVER. (C. ORTIZ)**

Recommendation by Staff and Mr. Ruiz on the approval of Agreement for Professional Services with Garver. There were discussion and questions regarding certain sections of the agreement, Garver Representatives were present at the meeting and addressed all questions and answers. The document was approved.

*MR. W. THOMAS* made a motion to approve Master Agreement for Professional Services with Garver, seconded by *MR. D. WELLS. MOTION CARRIED UNANIMOUSLY.*

**ITEM #10          CONSIDER AND APPROVE WORK ORDER NO. 1 WITH GARVER FOR COMPLETION OF  
BOND APPLICATION REPORT. (C. ORTIZ)**

Discussion and questions ensued. There were several Amendments made, and the motion passed to approve the following:

- Task 2: Andy Bowie WWTP Evaluations,
- Task 3: Isla Blanca WWTP Evaluations,
- Task 5: Bond Program Report, and
- Task 6: Special Services

Task 1: Water Reuse/Reclamation Evaluation, and Task 4: Port Isabel WWTP, Value Engineering of Sludge Holding Tank Design, were omitted from the scope of services.

It was noted, a possible Workshop Meeting on Wednesday, June 7, 2017.

**MR. W. THOMAS** made a motion to approve Task 2, Task 3, Task 5, and Task 6, and omitting Task 1 and Task 4 on the Master Agreement for Professional Services with Garver, seconded by **MR. J. KEPLINGER**. **MR. D. WELLS** voted against. Total vote: **3 FOR** and **1 AGAINST**. **MOTION CARRIED**.

**ITEM #11**            **CONSIDER AND APPROVE JOB DESCRIPTION AND ADVERTISEMENT FOR THE PURCHASING AGENT POSITION (C. GALVAN)**

There was no action taken. **MOTION FAILED**.

**ITEM #12**            **CONSIDER AND APPROVE MODIFICATIONS ON THE DISTRICT'S ORGANIZATIONAL CHART (C. GALVAN)**

The document was briefly discussed and tabled until the next regularly scheduled meeting on June 14, 2017.

**MR. D. WELLS** made a motion to table the item at this time, seconded by **MR. W. THOMAS**. **MR. J. KEPLINGER** voted against. Total vote: **3 (THREE) FOR** and **1 (ONE) AGAINST**. **MOTION CARRIED**.

**ITEM #13**            **CONSIDER AND APPROVE EMERGENCY RATIFICATION OF 1 (ONE) REPLACEMENT C30HT DRIVE UNIT FOR EXISTING 35' DIA. EIMCO CLARIFIER AT ANDY BOWIE WASTEWATER TREATMENT FACILITY (C. ORTIZ)**

**MR. J. KEPLINGER** made a motion to approve Emergency Ratification of 1 (one) replacement C30HT Drive Unit for existing 35' dia. EIMCO clarifier at Andy Bowie Wastewater Treatment Facility, seconded by **MR. W. THOMAS**. **MOTION CARRIED UNANIMOUSLY**.

**ITEM #14**            **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. J. KEPLINGER**. **MOTION CARRIED UNANIMOUSLY**.

ITEM #15 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 AGREEMENT AMENDING AND SUPPLEMENTING THE 1985 AGREEMENT FOR THE RESOLUTION OF POTENTIAL LITIGATION AND CONVEYANCE OF INTERESTS IN REAL PROPERTY
- B. TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF DISTRICT EMPLOYEES TO WIT: GENERAL MANAGER

*MR. J. KEPLINGER* made a motion for the *BOARD* to go into executive session at 6:25 PM, seconded by *MR. W. THOMAS*. *MOTION CARRIED UNANIMOUSLY.*

The Board took a short recess before going into Executive Session.

*MR. W. THOMAS* made a motion for the *BOARD* to come out of executive session at 6:37 PM, seconded by *MR. J. KEPLINGER*. *MOTION CARRIED UNANIMOUSLY.*

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

- A. CONSIDER AND APPROVE AGREEMENT AMENDING AND SUPPLEMENTING THE 1985 AGREEMENT FOR THE RESOLUTION OF POTENTIAL LITIGATION AND CONVEYANCE OF INTERESTS IN REAL PROPERTY
- B. TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF DISTRICT EMPLOYEES TO WIT: GENERAL MANAGER

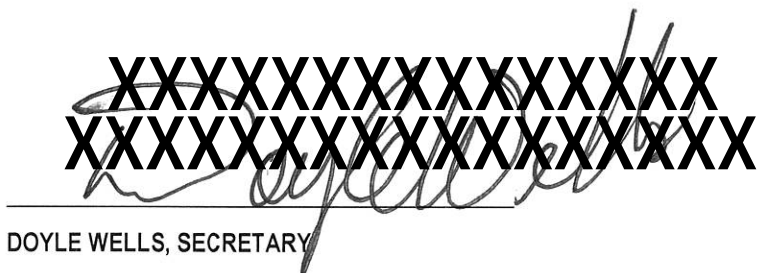
Action for Executive Session Item A - *MR. J. KEPLINGER* made a motion to proceed as directed (with Counsel), seconded by *MR. W. THOMAS*. *MOTION CARRIED UNANIMOUSLY.*

Action for Executive Session Item B - *MR. D. WELLS* made a motion to table item until next meeting with a full Board, seconded by *MR. J. KEPLINGER*. *MOTION CARRIED UNANIMOUSLY.*

ITEM #16      ADJOURNMENT

The *CHAIRMAN* adjourned the meeting at 6:54 PM.

  
XXXXXXXXXX  
XXXXXXXXXXXX  
SCOTT FRIEDMAN, CHAIRMAN

  
XXXXXXXXXXXXXXXXXXXXXXXXXX  
XXXXXXXXXXXXXXXXXXXXXXXXXX  
DOYLE WELLS, SECRETARY

MINUTES APPROVED THIS 14TH DAY OF JUNE 2017.