

MINUTES
REGULAR MEETING – December 14, 2016
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 **14th day of DECEMBER, 2016** 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

BEFORE:	Jeff Keplinger – Chairman	AFTER:	Scott D. Friedman -Chairman
	William “Whitey” J. Thomas – Vice Chairman		William Thomas – Vice Chairman
	Scott D. Friedman – Secretary		Doyle Wells – Secretary
	Rick A. Wells – Director		Jeff Keplinger - Director
	Doyle Wells, III – Director		Rick 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

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**. No one responded.

ITEM #4 CONSIDER AND APPROVE MINUTES FOR REGULAR MEETING OF NOVEMBER 22, 2016.
(C. GALVAN)

A motion was made by **MR. R. WELLS** to approve Minutes for Regular Meeting of November 22, 2016, seconded by **MR. S. FRIEDMAN**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #5 CONSIDER AND APPROVE RE-ORGANIZATION OF OFFICERS FOR THE BOARD OF DIRECTORS. (C. GALVAN)

The Board agreed on a new Chairman and Secretary, and it was noted the Vice Chairman would remain the same. The Officers will serve for two years until the next Board of Directors Election in 2018. The Board took their new seats and the meeting continued with the new Chairman. The new Officers for the Board of Directors are as follows: Chairman, Scott D. Friedman; Vice Chairman, William J. Thomas; Secretary, Doyle Wells, III; Director, Jeff Keplinger; and Director, Rick Wells.

MR. W. THOMAS made a motion to nominate Mr. Scott Friedman as Chairman, seconded by **MR. R. WELLS. MOTION CARRIED UNANIMOUSLY.**

MR. R. WELLS made a motion to nominate Mr. Doyle Wells as Secretary, seconded by **MR. J. KEPLINGER. MOTION CARRIED UNANIMOUSLY.**

ITEM #6 CONSIDER AND DISCUSS WATER RATES FOR LONG ISLAND VILLAGE (C. GALVAN)

This item was for discussion only.

Mr. Ken Waller, President for Long Island Village Association gave a presentation proposing special Water Rates for Long Island Village, discussion and questions ensued. Mr. Waller handed out printed copies to the Board for review. The Chairman indicated Staff would further evaluate the matter.

ITEM #7 GENERAL MANAGER'S REPORT

- **REGULAR MEETING FOR DECEMBER 28, 2016**

Mr. Galvan reported on the following:

REGULAR MEETING FOR DECEMBER 28, 2016 –

- The Board agreed to cancel the second Meeting in December
- A Special Meeting will be scheduled, if needed

ITEM #8 DISTRICT ENGINEER'S REPORT

- **WASTEWATER TREATMENT PLANTS REHABILITATION-CONSTRUCTION STATUS**
 - **ISLA BLANCA WWTP**
- **PORT ISABEL WASTEWATER TREATMENT PLANT MODIFICATIONS**
 - **BID OPENING & TEXAS WATER DEVELOPMENT BOARD APPROVAL**
- **PORT ISABEL WWTP OUTFALL EXTENSION**
 - **OUTGRANT FROM US ARMY CORPS OF ENGINEERS**

Mr. Ortiz reported on the following:

WASTEWATER TREATMENT PLANTS REHABILITATION-CONSTRUCTION STATUS – ISLA BLANCA WWTP

- 2 gates were installed and working on getting the remaining gates installed
- Is currently going through submittal reviews
- Monofill is being setup to receive the waste

PORT ISABEL WASTEWATER TREATMENT PLANT MODIFICATIONS – BID OPENING & TEXAS WATER DEVELOPMENT BOARD APPROVAL

- Bid opening was on 12/13/2016
- Printed copies of Bid Tab were handed out during the meeting and briefly discussed
- Bids were sent to TWDB for submittal and approval

PORT ISABEL WWTP OUTFALL EXTENSION – OUTGRANT FROM US ARMY CORPS OF ENGINEERS

- At this time, outgrant from US Corps of Engineers is pending

ITEM #9 DIRECTOR OF OPERATION'S REPORT

- MONTHLY REPORT
- SALINITY REPORT

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

MONTHLY REPORT

- 2 water taps; and 1 sewer tap
- Waterline Project in Port Isabel: work on Leal Street is about 40% complete. The work on Yturria to Manatu is 100% complete. The work from Manatu to Garcia is 90% complete.

SALINITY REPORT -

- Comparison Report shows the North side of Orange and Ebony were under the 1,000 milligrams per liter, everything else was greater than; discussion ensued.

ITEM #10 CONSIDER AND REMOVE FROM THE TABLE THE FOLLOWING ITEM TABLED AT REGULAR MEETING ON NOVEMBER 22, 2016:

CONSIDER AND APPROVE WINDSTORM, HURRICANE AND HAIL INSURANCE FOR PERIOD JAN. 31, 2017 – JAN. 31, 2018. (S. GARCIA)

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

ITEM #11 **CONSIDER AND APPROVE WINDSTORM, HURRICANE AND HAIL INSURANCE FOR PERIOD JAN 31, 2017 – JAN. 31, 2018. (S. GARCIA)**

There was discussion on the Bid Proposals, Staff and Mr. Galvan recommended going with the lowest Bid. The Board agreed to award Bid to The Klement Agency.

A motion was made by **MR. J. KEPLINGER** to approve Windstorm, Hurricane, and Hail Insurance for Period Jan. 31, 2017 – Jan. 31, 2018, seconded by **MR. R. WELLS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #12 **CONSIDER AND REMOVE FROM THE TABLE THE FOLLOWING ITEM TABLED AT REGULAR MEETING ON NOVEMBER 22, 2016:**

CONSIDER AND APPROVE A T & T CONTRACT RENEWAL FOR TIME EXTENSION LEASE ID 7538, LOCATED AT 105 PORT ROAD, PORT ISABEL, TEXAS. (S. GARCIA)

A motion was made by **MR. J. KEPLINGER** to remove item from the table for discussion, seconded by **MR. R. WELLS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #13 **CONSIDER AND APPROVE A T & T CONTRACT RENEWAL FOR TIME EXTENSION LEASE ID 7538, LOCATED AT 105 PORT ROAD, PORT ISABEL, TEXAS. (S. GARCIA)**

This item was removed from the table and Mr. Galvan recommended for no action be taken. The Board agreed to reject A T & T contract renewal.

A motion was made by **MR. R. WELLS** to disapprove A T & T Contract renewal for time extension lease ID 7538, located at 105 Port Road, Port Isabel, Texas, seconded by **MR. W. THOMAS**. **MOTION CARRIED UNANIMOUSLY. ITEM REJECTED.**

ITEM #14 **CONSIDER AD APPROVE RESOLUTION NO. 142-12-16 ADOPTING AN AMENDMENT TO THE SERVICE POLICIES GENERAL RULES AND REGULATIONS AND THE CROSS CONNECTION CONTROL AND BACKFLOW PREVENTION PROGRAM FOR THE LAGUNA MADRE WATER DISTRICT. (C. ORTIZ)**

Mr. Ortiz noted the amendment to the Service Policies General Rules and Regulations were for changes made to the Backflow Prevention Policy. The District's Service Agreement was revised to meet current TCEQ language and requirements associated with the Backflow Program that is provided to District Customers. In addition, some language was added to the Irrigation lines portion, to get the current Irrigation System in compliance- provisions were made under the Irrigation Systems to prohibit use of double check valves on irrigation lines.

A motion was made by **MR. D. WELLS** to approve Resolution No. 142-12-16 Adopting an Amendment to the Service Policies General Rules and Regulations and the Cross Connection Control and Backflow Prevention Program for the Laguna Madre Water District, seconded by **MR. J. KEPLINGER. MOTION CARRIED UNANIMOUSLY.**

ITEM #15 CONSIDER AND APPROVE INDEMNITY AGREEMENT BETWEEN THE CITY OF PORT ISABEL AND THE LAGUNA MADRE WATER DISTRICT REGARDING REQUEST TO RE-ZONE CERTAIN PROPERTY LOCATED ADJACENT TO THE LAGUNA MADRE WATER DISTRICT SEWER PLANT FROM PDD TO INDUSTRIAL H-1 ZONING. (C. ORTIZ)

There was discussion and it was determined to table this item for further review and deferred to the next Regular Meeting on January 11, 2017.

A motion was made by **MR. W. THOMAS** to table item for Indemnity Agreement between the City of Port Isabel and the Laguna Madre Water District regarding Request to Re-Zone Certain Property located adjacent to the Laguna Madre Water District Sewer Plant from PDD to Industrial H-1 Zoning, seconded by **MR. D. WELLS. MOTION CARRIED UNANIMOUSLY. ITEM TABLED.**

ITEM #16 CONSIDER AND APPROVE MODIFICATIONS TO THE DISTRICT'S EMPLOYEE ORGANIZATIONAL CHART. (C. GALVAN)

Mr. Galvan noted the following departments were reassigned on the District's Employee Organizational Chart:

Payroll / HR & Benefits Administrator Department was reassigned to the Administration Department; and the Warehouse Department was reassigned to the Director of Operations Department.

A motion was made by **MR. W. THOMAS** to approve the modifications to the District's Employee Organization Chart, seconded by **MR. J. KEPLINGER. MOTION CARRIED UNANIMOUSLY.**

ITEM #17 CONSIDER AND APPROVE DISBURSEMENTS. (C. GALVAN)

There was discussion and questions on certain items on the Disbursements list.

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

ITEM #18 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

- a. DISCUSSION WITH ATTORNEY ABOUT LEGAL DEMAND CORRESPONDENCE SENT BY MS. ANGELA EDWARDS
- b. CONSIDER AND DISCUSS LAND ACQUISITION AT WATER PLANT 2

A motion was made by **MR. W. THOMAS** for the **BOARD** to go into executive session at **6:03 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 **6:36 PM**, seconded by **MR. D. WELLS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #19 **CONSIDERATION AND ACTION ON EXECUTIVE SESSION ITEMS, IF NECESSARY.**

ITEM A. A motion was made by **MR. J. KEPLINGER** approving Legal Counsel to discuss with Ms. Angela Edwards's attorney, seconded by **MR. W. THOMAS**. **MOTION CARRIED UNANIMOUSLY.**

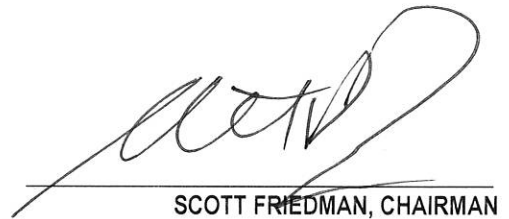
ITEM B. The Chairman noted no action taken for item B.

ITEM #20 **ADJOURNMENT**

There being no further business the **CHAIRMAN** adjourned the meeting at **6:37 PM**.



DOYLE WELLS, SECRETARY



SCOTT FRIEDMAN, CHAIRMAN

MINUTES APPROVED THIS 11th DAY OF January 2017.