

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 **11th day of MAY 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
Martin Cantu, Jr. – Secretary **ABSENT**
Scott D. Friedman – Director
Rick A. Wells – Director

ADMINISTRATIVE STAFF

Carlos J. Galvan, Jr. – General Manager
Charles Ortiz – District Engineer
Victor Valdez – Director of Operations
Eddie Lucio III – Attorney

LMWD STAFF: Noe Cantu, Water Plant Manager; Fernando Garcia, Accounts Payable/Procurement Agent; Bart Perez, Maintenance Manager; Joel Lopez, Distribution Manager; Sandra Flores, Billing Clerk; 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 APRIL 27, 2016.**

A motion was made by **MR. FRIEDMAN** to approve Minutes for Regular Meeting of April 27, 2016 as submitted, seconded by **MR. WELLS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #5 **GENERAL MANAGER’S REPORT**

- **WATER PLANT OPERATOR – NEW HIRE**
- **JUNE MEETING**
- **SPI WATER ANALYSIS**

MR. GALVAN reported on the following:

- **Water Plant Operator** – New Water Plant Operator hired.
- **June Meeting**- Regular Meeting-June 22, 2016 is cancelled due to Board attending AWWA Conference.
- **SPI Water Analysis** – 5 residents were tested for lead and copper and had good (low) sampling results.

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

- **PORT ISABEL WASTEWATER TREATMENT FACILITY**
 - **DISCHARGE MAJOR AMENDMENT PERMIT APPLICATION**
 - **CLEAN WATER SRF TECHNICAL REVIEW**
- **GARCIA AGREEMENT**
- **WATER LINE REPLACEMENT**
 - **GULF BLVD**
 - **PORT ISABEL CAST IRON REPLACEMENT**
 - **LONG ISLAND VILLAGE 24-INCH PIPE SUPPORTS**

MR. ORTIZ reported on the following:

- **Port Isabel Wastewater Treatment Facility: Discharge Major Amendment Permit Application**- Update on discharge major amendment permit application, an archeological survey is needed; **Clean Water SRF Technical Review**- Environmental Review is in process.
- **Garcia Agreement** – is still on going, need to reach a resolution.
- **Waterline Replacement: Gulf Blvd Project**- everything got installed and passed pressure test; **Port Isabel Cast Iron Replacement** – water line is built on private property – 1,000 feet out of place; **Long Island Village 24-Inch Pipe Supports**- design is complete.

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

- **MONTHLY REPORT**

Mr. Valdez reported on the following for the April:

- Before and after pictures were reviewed of refurbished portable pump for Lift Station 21.
- 5 – Water Taps; 3 – Sewer Taps; 3 - Meter Test; 3 – Meter swaps; Splicing and Reprogrammed of Meters – for 6” meters (parts were ordered for repairing)
- TCEQ Inspection for storm water pollution prevention plan @ IBWWTP.

ITEM #8 **CONSIDER AND REMOVE FROM THE TABLE THE FOLLOWING ITEM TABLED ON THE BOARD MEETING OF APRIL, 2016**

CONSIDERATION AND APPROVAL TO TRANSFER WSDC AND SSDC’S ACCOUNTS TO CAPITAL FUNDING LEDGER ACCOUNTS

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

ITEM #9 **CONSIDERATION AND APPROVAL TO TRANSFER WSDC AND SSDC’S ACCOUNTS TO CAPITAL FUNDING LEDGER ACCOUNTS**

A motion was made by **MR. THOMAS** to approve transfer of WSDC and SSDC Accounts to Capital Funding Ledger Accounts, seconded by **MR. WELLS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #10 **PRESENTATION BY CAROLLO ENGINEERS ON PORT ISABEL WASTEWATER TREATMENT PLANT 60% DESIGN SUBMITTAL**

A presentation was given by Carollo Engineers on Port Isabel Wastewater Treatment Plant 60% design submittal followed by questions and answers.

ITEM #11 **CONSIDER AND APPROVE A CULTURAL RESOURCES SURVEY FOR PORT ISABEL WASTEWATER TREATMENT OUTFALL EXTENSION PROJECT**

A motion was made by **MR. FRIEDMAN** to approve a Cultural Resources Survey for Port Isabel Wastewater Treatment Outfall Extension Project, seconded by **MR. THOMAS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #12 **CONSIDER AND APPROVE BUY BOARD PURCHASE OF NATIONAL CRANE BOOM TRUCK FOR LIFT STATION DEPARTMENT**

A motion was made by **MR. WELLS** to approve Buy Board purchase of National Crane Boom Truck for Lift Station Department, seconded by **MR. FRIEDMAN**. **MOTION CARRIED UNANIMOUSLY**

ITEM #13 **CONSIDERATION AND APPROVAL FOR INVESTMENT REPORT FOR THE SECOND QUARTER FISCAL YEAR 2016**

A motion was made by **MR. WELLS** to approve Investment Report for the second Quarter Fiscal Year 2016, seconded by **MR. THOMAS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #14 **CONSIDER AND APPROVE DISBURSEMENTS**

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

ITEM #15 **EXECUTIVE SESSION PERMITTED BY THE OPEN MEETINGS ACT, V.T.C.A., GOVERNMENT CODE SECTION 551.001 ET. SEQ., UNDER SECTION 551.074 (A) (1). AUTHORIZING CERTAIN DELIBERATIONS ABOUT OFFICERS AND EMPLOYEES OF THE DISTRICT TO BE HELD IN EXECUTIVE SESSION:**

TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF DISTRICT EMPLOYEES TO WIT: GENERAL MANAGER

A motion was made by **MR. WELLS** for the **BOARD** to go into executive session at **6:44 pm**, seconded by **MR. FRIEDMAN**. **MOTION CARRIED UNANIMOUSLY.**

A motion was made by **MR. WELLS** for the **BOARD** to come out of executive session at **7:11 pm**, seconded by **MR. FRIEDMAN**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #16 **CONSIDERATION AND ACTION ON EXECUTIVE SESSION ITEM, IF NECESSARY**

A motion was made by **MR. THOMAS** to approve evaluation for the General Manager and move pay one (1) paygrade up on steps, seconded by **MR. WELLS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #17 ADJOURNMENT

There being no further business the **CHAIRMAN** adjourned the meeting at **7:21 p.m.**

JEFF KEPLINGER, CHAIRMAN

RICK WELLS, DIRECTOR

MINUTES APPROVED THIS _____ DAY OF _____ 2016.