


MINUTES
 Regular Meeting
 Laguna Madre Water District
 Board of Directors
 Wednesday, November 20, 2019
 6:40 PM – 7:45 PM
 Board Room

1	<p><u>QUORUM</u></p> <p>PRESENT: Chairman, Scott Friedman Vice-Chairman, Herb Houston Secretary, Alex Avalos Director, Jason Starkey ABSENT Director, Adam Lalonde</p>  <p>ADMINISTRATIVE STAFF: General Manager, Carlos J. Galvan, Jr. Director of Operations, Robert Gomez District Engineer, Charles Ortiz Purchasing Agent, Enrique Samaniego Director of Finance, Eddie Salazar Attorney, Brian Hansen</p>	
2	<p><u>INVOCATION AND PLEDGE OF ALLEGIANCE</u></p> <p>The Pledge of Allegiance and Opening Prayer was said earlier at the 5:30 PM Workshop Meeting.</p>	
3	<p><u>INVITATION TO THE AUDIENCE FOR PUBLIC COMMENTS</u></p> <p>COMMENTS:</p> <ul style="list-style-type: none"> • R. Gomez noted: <ul style="list-style-type: none"> ○ American Electric Power (AEP) Update ○ Update on AEP installing new electrical poles from Laguna Vista to South Padre Island printed copies handed out at the meeting. 	
4	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE MINUTES OF THE REGULAR MEETING ON NOVEMBER 20, 2019. (C. GALVAN) 💧</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • No Discussion • The Board approved the Regular Meeting Minutes <p>Moved by H. HOUSTON, seconded by A. LALONDE.</p> <p>Move to approve.</p>	MOTION CARRIED
5	<p><u>GENERAL MANAGER'S REPORT</u></p>	GENERAL

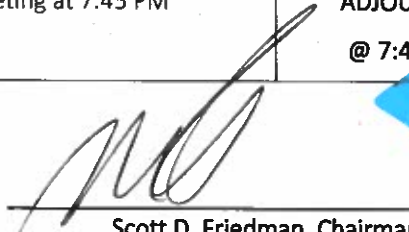
	<p>REPORT:</p> <p>EMPLOYEE BANQUET: A reminder of the District's awards banquet. The dinner is on Saturday, December 7th</p>	<p>MANAGER'S REPORT</p>
6	<p><u>DISCUSSION AND REVIEW OF OUR SOCIAL MEDIA INTERACTIONS.</u> 📌</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • Victor Baldovinos with Grant Access gave an update on the District's Social Media Interactions • Grant Access posted pictures on the district's Social Media on events that the district attended • The Board will review a second part of the social media policy for consideration at the next regularly scheduled meeting • The District got recognized for having superior water by the Texas Commission on Environmental Quality. The District is working on posting signs of our superior water to let the public know • Discussion on a specific posting regarding the quality of the district's water 	<p>DISCUSSION ONLY</p>
7	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF JOB TITLES FOR CONSTRUCTION AND MAINTENANCE TECHNICIAN 1 AND CONSTRUCTION AND MAINTENANCE TECHNICIAN 2. (C. GALVAN)</u> 📌</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • The two positions were created two to three years ago • The only thing needed is to implement the Job titles in the Personnel Policy • The Board agreed and approved <p>Moved by A. AVALOS, seconded by H. HOUSTON.</p> <p>Move to approve.</p>	<p>MOTION CARRIED</p>
8	<p><u>DISTRICT OF OPERATION'S REPORT</u> 📌</p> <p>REPORT:</p> <p>MONTHLY REPORT FOR OCTOBER: Comparison Report from 2018 to 2019 is the same only difference is in the increase in service orders for meters because of the meter swap program.</p>	<p>DIRECTOR OF OPERATION'S REPORT</p>
9	<p><u>DIRECTOR OF FINANCE REPORT</u></p> <ul style="list-style-type: none"> • <u>REQUEST TO RESCHEDULE DEC. 11TH MEETING TO DECEMBER 18TH</u> • <u>REQUEST WORKSHOP ON POTENTIAL REVENUE BOND</u> <p>REPORT:</p> <p><u>REQUEST TO RESCHEDULE DEC. 11TH MEETING TO DECEMBER 18TH</u></p>	<p>DIRECTOR OF FINANCE REPORT</p>

	<ul style="list-style-type: none"> • Discussion to possibly reschedule meeting because of the Director of Finance and the Staff Accountants attending training from December 9th – 13th ✓ Board agreed on scheduling the Regular Meeting on Wednesday, December 18, 2019, at 5:30 PM <p><u>REQUEST WORKSHOP ON POTENTIAL BOND</u></p> <ul style="list-style-type: none"> • Everything got covered in today's workshop. A second workshop no longer needed it was only in case if we ran out of time 	
10	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF AMENDMENT NO. 2 TO OWNER-ENGINEER AGREEMENT FOR SANITARY SEWER REPLACEMENT PROJECT TARPON AVENUE PORT ISABEL, TEXAS, WITH AGH ENGINEERING & SURVEYING. (C. ORTIZ) 💧</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • During the plan review, operations requested additional waterline improvements to be included in the bid set for Tarpon Ave. • Additional Services to be performed by Engineer • Modifications to Payment to Engineer • Request for approval for an increase of \$4,600 • The Board agreed for approval <p>Moved by A. AVALOS, seconded by H. HOUSTON.</p> <p>Move to approve.</p>	MOTION CARRIED
11	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF BUDGET AMENDMENT FOR FUND 03-CAPITAL PROJECTS, WATER, AND SEWER INFRASTRUCTURE. (C. ORTIZ) 💧</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • Printed copies handed out during the meeting on amending the total change request amounts • Increased budget to cover paving reimbursement to the city of Port Isabel • Board approved the Budget amendment <p>Moved by A. LALONDE, seconded by A. AVALOS.</p> <p>Move to approve.</p>	MOTION CARRIED
12	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE AWARD OF CONSTRUCTION CONTRACT FOR TARPON STREET & ISLAND AVE WATER & SANITARY SEWER IMPROVEMENTS PROJECT (BID NO. WS-19-10-01.). (C. ORTIZ) 💧</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • No discussion. No questions. • The Board approved as presented. 	MOTION CARRIED

	<p>It is moved by A. AVALOS, seconded by H. HOUSTON.</p> <p>Move to approve.</p>	
13	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF PAVING AGREEMENT WITH THE CITY OF PORT ISABEL FOR TARPON ST. AND ISLAND AVE. (C. ORTIZ)</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> Printed copied handed out at the meeting of the cost construction fees for the pavement section on Tarpon Ave. Total cost \$85,543.30 for the street improvements Question: where did the money come from to pay for it? Answer: The money came from within the capital fund, the budget for the high service pumps from water plant 2, the amount was reduced The Board agreed on approval <p>Moved by H. HOUSTON, seconded by A. AVALOS.</p> <p>Move to approve.</p>	<p>MOTION CARRIED</p>
14	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE AWARD OF SCADA SYSTEM UPGRADE FOR RAW WATER AND WATER DISTRIBUTION SYSTEMS TO MUNICIPAL PUMP & CONTROL, INC. (C. ORTIZ)</u> 💧</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> Hardware upgrade to existing SCADA System \$336,231.00 Option for training \$4,750.00 Question: Is it within the budget amount? Answer: Yes, the budget amount is \$380,000 Question: Are the items under "specifically not included in the proposal," are we covered? Answer: Yes, those are things we would take care of on our end. Board approved Scada System upgrade and training <p>Moved by H. HOUSTON, seconded by A. LALONDE.</p> <p>Move to approve.</p>	<p>MOTION CARRIED</p>
15	<p><u>CONSIDER AND REVIEW EXPENDITURES FROM OCTOBER 16, 2019 – NOVEMBER 1, 2019. (C. GALVAN)</u> 💧</p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> Question for legal or Director of Finance: What are our expenditures this year on legal? Answer: I will have to get back to you with that information. Question? What are our anticipated expenditures for next year (given that we have this petition)? Answer: I can get you an estimate; I would have to look at the schedule. 	<p>ACKNOWLEDGMENT OF EXPENDITURES</p>

	Expenditures acknowledged by H. HOUSTON and seconded by A. AVALOS.	
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; SECTION 551.072, DELIBERATION ABOUT REAL PROPERTY:</u></p> <p>a. <u>DISCUSSION ON POSSIBLE PROPERTY EXCHANGE AT LAGUNA MADRE WATER DISTRICT WAREHOUSE, PORT ISABEL LITTLE LEAGUE, AND P. I. INDUSTRIAL PARK ON WOODY'S LANE</u></p> <p>b. <u>UPDATE ON LEGAL MATTERS CONCERNING RATEPAYERS APPEAL OF THE RAW WATER RATE</u></p> <p>A. LALONDE made a motion for the BOARD to go into the executive session at 7:10 PM, seconded by A. AVALOS.</p> <p>For Executive Session - Item A, A. LALONDE withdrew himself from the Executive Session. A quorum maintained.</p> <p>H. HOUSTON made a motion for the BOARD to get out of the executive session at 7:44 PM, seconded by A. LALONDE.</p>	<p>MOTION CARRIED IN SESSION @ 7:10 PM</p> <p>MOTION CARRIED OUT OF SESSION @ 7:44 PM</p>
17	<p><u>CONSIDERATION AND ACTION ON EXECUTIVE SESSION ITEMS, IF NECESSARY.</u></p> <p>a. <u>DISCUSSION ON POSSIBLE PROPERTY EXCHANGE AT LAGUNA MADRE WATER DISTRICT WAREHOUSE, PORT ISABEL LITTLE LEAGUE, AND P. I. INDUSTRIAL PARK ON WOODY'S LANE</u></p> <p>Motion: to proceed as directed Moved by A. LALONDE, seconded by A. AVALOS.</p> <p>b. <u>UPDATE ON LEGAL MATTERS CONCERNING RATEPAYERS APPEAL OF THE RAW WATER RATE</u></p> <p>The CHAIRMAN noted no action taken for the Executive Session Item b.</p>	<p>EXECUTIVE SESSION RESULTS:</p> <p>ITEM A: TO PROCEED AS DIRECTED.</p> <p>ITEM B: NO ACTION</p>
18	<p><u>ADJOURNMENT</u></p> <p>There being no further business the CHAIRMAN adjourned the meeting at 7:45 PM</p>	<p>MEETING ADJOURNED @ 7:45 PM</p>


 Alex Avalos, Secretary


 Scott D. Friedman, Chairman

MINUTES APPROVED THIS 18TH DAY OF DECEMBER, 2019.