


MINUTES
 Regular Meeting
 Laguna Madre Water District
 Board of Directors
 Wednesday, September 22, 2021
 5:30 PM – 6:15 PM
 Board Room


1	<p><u>QUORUM</u></p> <p>PRESENT: Chairman, Scott Friedman Vice-Chairman, Adam Lalonde Director, William "Bill" Donahue Director, Dave Boughter</p> <p>ABSENT: Secretary, Jason Starkey</p> <p><u>ADMINISTRATIVE STAFF:</u></p> <p>General Manager, Carlos J. Galvan, Jr. Director of Operations, Robert Gomez Director of Finance, Eduardo Salazar District Engineer, Charles Ortiz Information Tech Specialist, Orlando Huerta Attorney, Brian Hansen</p> <p>ABSENT: Purchasing Agent, Enrique Samaniego</p>		
2	<p><u>PLEDGE OF ALLEGIANCE AND INVOCATION</u></p> <p>The meeting began with the Pledge of Allegiance, and C. Ortiz 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"> • No response from the Audience or Staff 		PUBLIC COMMENTS
4	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL THE MINUTES OF THE WORKSHOP MEETING AND THE REGULAR MEETING FROM SEPTEMBER 8, 2021. (C. GALVAN) 💧</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • The Board approved the Minutes as presented <p>Moved by W. DONAHUE, seconded by D. BOUGHTER.</p> <p>Motion: Move to approve.</p>		MOTION CARRIED
5	<p><u>GENERAL MANAGER'S REPORT 💧</u></p>		GENERAL

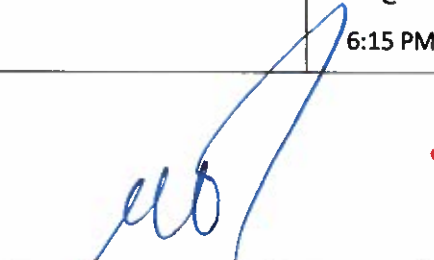
	<p>a. <u>HURRICANE PREPAREDNESS</u> b. <u>LICENSE RECOGNITION</u></p> <p>REPORT:</p> <p><u>HURRICANE PREPAREDNESS</u> - C. Galvan noted that the District was well prepared for the last hurricane preparedness event on September 12. The Managers got called in to help organize and fuel up all the District's Units, and generators also filled up sandbags. All Managers were very proactive and did a good job.</p> <p>C. Galvan also mentioned the reservoir and lakes levels are still on the low side, below 40% at 38.5%.</p> <p><u>LICENSE RECOGNITION</u> - The following Employees successfully acquired a license:</p> <ul style="list-style-type: none"> ➤ Water Plant Operators acquired a "D" License: <ul style="list-style-type: none"> • Omar Jaramillo • Daniel Medina • Hugo Lozano • Jaime Galvan ➤ Sewer Lab- Jose Garza IV acquired an "A" License ➤ Distribution Department - Martin Puente acquired a Class "A" for CDL 	<p>MANAGER'S REPORT</p>
6	<p><u>CONSIDER AND REMOVE FROM THE TABLE THE FOLLOWING ITEM TABLED AT THE REGULAR MEETING ON SEPTEMBER 8, 2021:</u></p> <p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF MEDIA AFFAIRS CONSULTANT SERVICES AGREEMENT BETWEEN GRANT ACCESS AND LAGUNA MADRE WATER DISTRICT</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • The Board removed the item from the table for discussion <p>Moved by A. LALONDE, seconded by D. BOUGHTER.</p> <p>Motion: Move to approve.</p>	<p>MOTION CARRIED</p>
7	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF MEDIA AFFAIRS CONSULTANT SERVICES AGREEMENT BETWEEN GRANT ACCESS AND LAGUNA MADRE WATER DISTRICT. (C. GALVAN) 💧</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> • Printed copies of the Agreement got handed out during the meeting and attached to the minutes • B. Hansen noted the three-year Agreement locks in the rate; however, the Agreement can get canceled at any time with a 30-day written notice ✓ Request for IT Technician: Change the District's email address (the header) to read "LAGUNA MADRE WATER DISTRICT" rather than "media." <p>Moved by W. DONAHUE, seconded by D. BOUGHTER.</p> <p>Motion: Move to approve.</p>	<p>MOTION CARRIED</p>

8	<p><u>DISTRICT ENGINEER'S REPORT</u></p> <p>a. <u>MAIN OFFICE GENERATOR/BACKUP POWER UPDATE</u> b. <u>HIGH SERVICE PUMP STATION AT WATER PLANT NO. 2 PROJECT SCOPE</u> c. <u>SEAWATER DESALINATION/ALTERNATIVE WATER SUPPLY UPDATE</u></p> <p>REPORT:</p> <p><u>MAIN OFFICE GENERATOR/BACKUP POWER UPDATE</u></p> <p>C. Ortiz reported the first startup attempt for the main office generator happened on April 22. Unfortunately, the LED office lights flickered, and the unstable power supply prevented the District computers and servers on the generator without risking damage. Electrical Engineer identified the problem to be unbalanced power. Corrective work includes additional improvements to electrical service that are still pending completion. The parts are scheduled for delivery on September 17. The generator has also resulted in noise complaints. The District is taking additional measures to resolve this issue as well.</p> <p><u>HIGH SERVICE PUMP STATION AT WATER PLANT NO. 2 PROJECT SCOPE</u></p> <p>C. Ortiz reported after entering into an amended agreement for Engineering Services on May 12; the Owner has modified proposed improvements for the installation of VFDs at Water Plant 2 high service pump station. It includes an additional pump and an electrical room with air conditioning to protect the new electrical motor control center from extreme heat and potential water damage</p> <p>The services require a contractor with a different specialization than proposed water distribution system improvements on South Padre Island. Therefore, the District intends to request bids for Water Distribution System improvements on South Padre Island and defer construction at Water Plant 2 High Service Pump Station</p> <p><u>SEAWATER DESALINATION/ALTERNATIVE WATER SUPPLY UPDATE</u></p> <p>C. Ortiz noted the District is working with the U.S. Army Corps of Engineers-Galveston District to do the seawater modeling. Tetra Tech would be a good fit for doing this portion of the work in cooperation with the Corps of Engineers. It's in discussion to request a proposal to bring before the Board at a regularly scheduled meeting</p>	DISTRICT ENGINEER'S REPORT
9	<p><u>DIRECTOR OF FINANCE REPORT</u></p> <ul style="list-style-type: none"> • <u>ENGAGEMENT LETTER TO BEGIN AUDIT</u> <p>REPORT:</p> <p>E. Salazar reported its time to begin the District's Audit with Carr Riggs & Ingram (CRI). It's CRI's third year of the three-year Agreement. The Audit will start at the end of this month with inventory count</p>	DIRECTOR OF FINANCE REPORT
10	<p><u>CONSIDER AND DISCUSS FOR POSSIBLE APPROVAL OF BAD DEBT WRITE-OFFS FOR THE FISCAL YEAR 2021. (E. SALAZAR)</u></p> <p>DISCUSSION:</p>	MOTION CARRIED

	<ul style="list-style-type: none"> The total amount for Customer Accounts Write-off was \$2,255.43 The total amount for Miscellaneous Invoice Write-offs \$2,797.78 The Board approved the Bad Debit Write-offs for FY 2021 <p>Moved by D. BOUGHTER, seconded by W. DONAHUE.</p> <p>Motion: Move to approve.</p>	
11	<p><u>CONSIDER AND REVIEW EXPENDITURES FROM SEPTEMBER 1, 2021, TO SEPTEMBER 15, 2021. (C. GALVAN)</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> The Board accepted the expenditures as presented <p>Expenditures acknowledged by A. LALONDE, D. BOUGHTER, and W. DONAHUE.</p>	ACKNOWLEDGMENT OF EXPENDITURES
12	<p><u>CONSIDER AND REMOVE FROM THE TABLE THE FOLLOWING EXECUTIVE SESSION ITEM Tabled AT THE REGULAR MEETING ON SEPTEMBER 8, 2021:</u></p> <p><u>DELIBERATION REGARDING THE EVALUATION OF DISTRICT EMPLOYEE TO WIT: GENERAL MANAGER</u></p> <p>DISCUSSION:</p> <ul style="list-style-type: none"> The Board took no action, and it remains tabled until the entire Board is present; the item got deferred to the next regularly scheduled meeting on October 13, 2021. 	NO ACTION
13	<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 (1) (A), CONSULTATION WITH ATTORNEY; UNDER SECTION 551.074, PERSONNEL MATTERS:</u></p> <ul style="list-style-type: none"> <u>WATER RIGHTS LEASE AGREEMENT WITH BAYVIEW IRRIGATION DISTRICT</u> <u>TERMINATION OF DESIGN SERVICES FOR THE INSTALLATION OF VFDS FOR THE HIGH SERVICE PUMPS AT WATER PLANT NO.2</u> <u>DELIBERATION REGARDING THE EVALUATION OF DISTRICT EMPLOYEE TO WIT: GENERAL MANAGER</u> <p>A. LALONDE made a motion for the Board to go into the executive session at 5:52 PM, seconded by D. BOUGHTER.</p> <p>A. LALONDE made a motion for the Board to get out of the executive session at 6:14 PM, seconded by W. DONAHUE.</p>	<p>MOTION CARRIED IN SESSION @ 5:52 PM</p> <p>MOTION CARRIED OUT OF SESSION @ 6:14 PM</p>
14	<p><u>CONSIDERATION AND ACTION ON EXECUTIVE SESSION ITEMS, IF NECESSARY:</u></p> <ul style="list-style-type: none"> <u>WATER RIGHTS LEASE AGREEMENT WITH BAYVIEW IRRIGATION DISTRICT</u> 	EXECUTIVE SESSION RESULTS:

	<p>MOTION: TO PROCEED AS DIRECTED</p> <p>Moved by A. LALONDE, seconded by W. DONAHUE.</p> <p>b. <u>TERMINATION OF DESIGN SERVICES FOR THE INSTALLATION OF VFDS FOR THE HIGH SERVICE PUMPS AT WATER PLANT NO.2</u></p> <p>MOTION: TO PROCEED AS DIRECTED</p> <p>Moved by A. LALONDE, seconded by D. BOUGHTER.</p> <p>c. <u>DELIBERATION REGARDING THE EVALUATION OF DISTRICT EMPLOYEE TO WIT: GENERAL MANAGER</u></p> <p>No action was taken and deferred to the next regularly scheduled meeting on October 13, 2021.</p>	<p>A. Proceed as Directed</p> <p>B. Proceed as Directed</p> <p>C. No Action</p>
15	<p><u>ADJOURNMENT</u></p> <p>There being no further business, the CHAIRMAN adjourned the meeting at 6:15 PM.</p>	<p>MEETING ADJOURNED @ 6:15 PM</p>


JASON STARKEY, SECRETARY



SCOTT FRIEDMAN, CHAIRMAN

MINUTES APPROVED THIS 13TH DAY OF OCTOBER 2021.