

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 **10th day of AUGUST 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
Scott D. Friedman – Secretary
Rick A. Wells – Director
Doyle Wells, III - 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 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 JULY 27, 2016.**

A motion was made by **MR. S. FRIEDMAN** to approve Minutes for Regular Meeting of July 27, 2016 as presented, seconded by **MR. W. THOMAS. MOTION CARRIED UNANIMOUSLY.**

ITEM #5 **GENERAL MANAGER’S REPORT**

• **PROCUREMENT REPORT**

MR. GALVAN reported on the following:

- **Procurement Report** - The Board briefly reviewed and discussed report on Accounts Payable/Procurement Agent and Procurement Agent Assistant positions.

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

- **PORT ISABEL WASTEWATER TREATMENT PLANT DISCHARGE PERMIT AMENDMENT**
- **WASTEWATER TREATMENT PLANTS REHABILITATION**
- **WATER TREATMENT PLANT NO. 2 SLUDGE LAGOON**

MR. ORTIZ reported on the following:

- **Port Isabel Wastewater Treatment Plant Discharge Permit Amendment** – Update on Port Isabel Wastewater Treatment Plant Discharge Permit and letter from TCEQ was also reviewed. The Buffer Zone to be discussed in closed session.
- **Wastewater Treatment Plants Rehabilitation** - In house project, plan set is being worked on for proposing three (3) new blowers at Isla Blanca for energy efficiency.
- **Water Treatment Plant No. 2 Sludge Lagoon** - Scheduling an emergency clean in progress and will be submitting item at the next Regular Meeting. Discussion to possibly budget for regularly maintaining the Sludge Lagoon annually.

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

- **MONTHLY REPORT**

MR. VALDEZ reported on the following for the month of July:

- Meters Serviced: 23- Meters tested; 2- Swapped; 5- Splice Repair; 3- Water Taps; and 3- Sewer Taps
- On the North End of the Island an automatic flusher was installed to the 16" line and regulated to flush every 16 hours. Working on covering the equipment.
- Construction Crew Department Projects:
 - Working @ Isla Blanca & Andie Bowie Clarifiers.
 - Working @ Water Plants - with the lagoon
 - Truck Facility Project Update- materials to be delivered in September.
 - Sewer Line Project on HWY 100- Waiting on TXDOT Permit.

ITEM #8 **DIRECTOR OF FINANCE REPORT**

- **ELECTIONS UPDATE**
- **BUDGET WORKSHOP**

MRS. GARCIA reported on the following;

- **Elections Update**- No applicants at this time. Dead line to apply is Aug. 22. Mrs. Garcia will be attending an Election training this Friday. Elections Administrator from Cameron County to give a presentation at next Regular Meeting. Legal Counsel will supply an election calendar.
- **Budget Workshop**- Budget Committee will be meeting on Friday, Aug 12th @ 9 a.m. A Workshop Meeting is set for Wednesday, Aug. 24th @ 5 pm.

ITEM #9 **CONSIDER AND APPROVAL RESOLUTION TO AUTHORIZE CHAIRMAN TO HAVE SIGNATURE AUTHORITY FOR WATER RIGHTS AMENDMENTS (RESOLUTION NO. 136-08-16)**

MR. ORTIZ provided two drafts for the Board to consider. A printed copy of the second draft was handed out during the meeting. (Copies of the first draft were submitted in the agenda packet prior to meeting.) Discussion and questions followed to determine which resolution will be implemented. The Board agreed to go with the seconded Resolution since it was specific, and only pertained to the 156.50 acre-feet with a onetime signature.

A motion was made by **MR. D. WELLS** to approve the second resolution subject to clarification (by Counsel) on the district being both a conservation and reclamation district for Resolution No. 136-08-16 Authorizing Chairman of Laguna Madre Water District for Signature Authority to a Water Right, seconded by **MR. S. FRIEDMAN** with **MR. W. THOMAS** opposing. **MOTION CARRIED.**

ITEM #10 CONSIDER AND APPROVE PROFESSIONAL SURVEYING SERVICES WITH AMBIOTEC FOR PORT ISABEL WWTP BUFFER ZONE

Item #10 was taken out of order and discussed after Item #15 (Executive Session).

The document was tabled for further review and deferred to the next Regular Meeting on August 24, 2016 - Item #13.

A motion was made by **MR. R. WELLS** to table document for Professional Surveying Services with Ambiotec for Port Isabel WWTP Buffer Zone, seconded by **MR. D. WELLS**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #11 CONSIDER AND APPROVE PURCHASE OF 4" METERS FROM BADGER METER FOR DISTRIBUTION DEPARTMENT

A motion was made by **MR. D. WELLS** to approve purchase of 4" Meters from Badger Meter for Distribution Department, seconded by **MR. S. FRIEDMAN**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #12 CONSIDER AND DISCUSS LEVYING LAGUNA MADRE WATER DISTRICT AD VALOREM TAXES FOR THE YEAR 2016 AT \$0.045016/\$100.

Item #12 was for discussion only.

MS. GARCIA reported on the District's Notice of Public Hearing on Tax Rate for the year 2016. This item was an invitation for discussion only. Two notices are scheduled for publication. A public hearing and proposal will be presented at the next Regular Meeting for approval and will be supported through a Resolution for Levying Laguna Madre Water District Ad Valorem Taxes for the Year 2016 @ \$0.045016/\$100.

ITEM #13 CONSIDER AND APPROVE CAPITAL IMPROVEMENTS PLAN FOR FY 2017

The Capital Improvements Plan for FY 2017 was tabled and will be reviewed at the Budget Committee Meeting.

A motion was made by **MR. W. THOMAS** to table Capital Improvements Plan for FY 2017 for further review and discussion, seconded by **MR. R. WELL**. **MOTION CARRIED UNANIMOUSLY.**

ITEM #14 CONSIDER AND APPROVE DISBURSEMENTS

There was discussion and questions over certain items on the Disbursement List.

A motion was made by **MR. W. THOMAS** to approve Disbursements as submitted, seconded by **MR. R. WELLS**. **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
CONSIDER AND DISCUSS RESTRICTION PROHIBITING RESIDENTIAL STRUCTURES WITHIN THE BUFFER ZONE OF PORT ISABEL WWTP TREATMENT UNITS

A motion was made by **MR. W. THOMAS** for the **BOARD** to go into executive session at **7:12 pm**, seconded by **MR. D. WELLS**.
MOTION CARRIED UNANIMOUSLY.

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

A motion was made by **MR. R. WELLS** for the **BOARD** to come out of executive session at **7:34 pm**, seconded by **MR. W. THOMAS**. **MOTION CARRIED UNANIMOUSLY.**

See Item #10 for action based on closed discussion.

ITEM #16 ADJOURNMENT

There being no further business the **CHAIRMAN** adjourned the meeting at **7:34 p.m.**

JEFF KEPLINGER, CHAIRMAN

SCOTT D. FRIEDMAN, SECRETARY

MINUTES APPROVED THIS _____ DAY OF _____ 2016.