






MINUTES
 Regular Meeting
 Laguna Madre Water District
 Board of Directors
 Wednesday, September 13, 2023
 5:30 PM – 7:10 PM
 Board Room

1	<p><u>QUORUM</u> Jason Starkey, Secretary Adam Lalonde, Vice-Chairman William "Bill" Donahue, Director Dave Boughter, Director</p> <p><u>ABSENT</u> Scott Friedman, Chairman</p> <p><u>ADMINISTRATIVE STAFF</u> Carlos J. Galvan, Jr., General Manager Robert Gomez, Director of Operations Charles Ortiz, District Engineer Eduardo Salazar, Director of Finance Enrique Samaniego, Purchasing Agent Brandon Edge, Information Tech Specialist Santiago Ochoa, IV, Superintendent of Wastewater Noe Cantu, Superintendent of Water Brian Hansen, Attorney</p> <p>The Vice Chairman conducted the meeting.</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 one in the audience responded 		PUBLIC COMMENTS
4	<p><u>Consider and discuss for possible approval the Minutes of the Regular Meeting from August 23, 2023. (C. Galvan)</u></p> <p>Discussion: The Minutes were approved as presented</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY J. STARKEY, SECONDED BY D. BOUGHTER. MOTION: MOVE TO APPROVE.</p>		MOTION CARRIED

5	<p><u>General Manager's Report</u> 💧</p> <p>Mr. Galvan reported the following:</p> <p><u>Reservoir Levels</u> - C. Galvan handed out printed copies at the meeting of the Brownsville Area Reservoirs monitored water supply. A copy is attached to the minutes. As of today, the levels combined are 23.4%.</p> <p><u>Drought Management Stage 3 Activation – September 6, 2023</u> - C. Galvan announced it had been 30 days since August 6 that the levels were below 25% and needed to activate Stage #3. Customers will be notified through the mail, social media, and the District website. C. Galvan handed out printed copies at the meeting of the Notice. A copy is attached to the minutes.</p> <p>Note: D. Boughter requested to contact the City of South Padre about not watering their green space in the middle of the day.</p> <p>C. Galvan handed out printed copies of Mr. Kyle Frazier's letter regarding his meeting with the Texas Water Development Board.</p>	GENERAL MANAGER'S REPORT
6	<p><u>Director of Operation's Report</u> 💧</p> <p>Mr. Gomez gave an update for August:</p> <p>Printed copies were handed out at the meeting of the August Report. A copy is attached to the minutes.</p> <p>Monthly Report – August's report illustrated a minor increase in most departments and reported a breakdown of each department.</p> <p>Discussion ensued regarding problems with new Meters.</p> <p>Note: A Lalonde requested a follow-up on the Meters by the end of October.</p>	DIRECTOR OF OPERATIONS REPORT
7	<p><u>Consider and discuss for possible approval of Ratification of Payment for the Isla Blanca Sewer Plant Generator that burnt out during a storm on May 9, 2023. (R. Gomez)</u> 💧</p> <p>Discussion: The generator is up and running. The total cost to fix the generator was \$35,500.</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY J. STARKEY, SECONDED BY W. DONAHUE. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED

8	<p><u>District Engineer's Report</u> </p> <p><u>Texas Water Development Board September 14, Board Meeting</u> – The meeting is tomorrow at 9:30 AM in Harlingen at Harlingen City Hall to get the Board Commitment for the Loan. Mr. Galvan will also be giving a presentation about the project at the meeting.</p> <p><u>Seawater Desalination Presentation</u> – Mr. Bill Norris from Norrisleal Engineering Water gave a PowerPoint presentation of the LMWD Seawater RO Update, followed by questions and answers. Mr. Norris handed out printed copies at the meeting. A copy is attached to the minutes.</p> <p><u>Texas Desalination Association</u> – C. Ortiz was appointed to the Board. Staff will attend the Conference on September 25 in El Paso, Texas.</p>	DISTRICT ENGINEER'S REPORT
9	<p><u>Consider and discuss for possible approval of Southern Trenchless Quote# 23-042-241 to Clean and Televiser Sanitary Sewer Lines in Long Island Village. (C. Ortiz)</u> </p> <p>Discussion: The Board approved. The total cost is \$14,883.</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY J. STARKEY, SECONDED BY W. DONAHUE. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED
10	<p><u>Director of Finance Report</u> </p> <p>E. Salazar gave an Investment Update on four maturing CDs—eight competitors with competitive rates named with the new investors and terms.</p>	DIRECTOR OF FINANCE REPORT
11	<p><u>Consider and discuss the possible approval of Financial Reports for June 2023. (E. Salazar)</u> </p> <p>Discussion: E. Salazar noted numbers were below expectations. The loss of revenue is from the meter and warranty issues. The conditions of the meters are being addressed and looked into. Discussion ensued. The financials were approved as presented.</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY W. DONAHUE, SECONDED BY J. STARKEY. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED

12	<p><u>Consider and discuss for possible approval of the proposed Budget for Fiscal Year 2023-2024. (Resolution No. 204-09-2023). (E. Salazar) 💧</u></p> <p>Discussion: E. Salazar highlighted the proposed budget as recommended by the Budget Committee and noted a change in the Bond payment. The Board approved the Budget for Fiscal Year 2023-2024 through a resolution for a 6.95 % rate increase and adjusting the minimum consumption tiers across the board.</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY D. BOUGHTER, SECONDED BY J. STARKEY. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED
13	<p><u>Consider and discuss for possible approval of a resolution amending Laguna Madre Water District Rate Schedules for Water, Wastewater, and Raw Water (Resolution No. 205-09-2023). (E. Salazar) 💧</u></p> <p>Discussion: E. Salazar reported an adjustment of approximately 20% on all the minimum charges for the consumption tiers. The Board approved the new Rate Schedule through a resolution for a 6.95% rate increase.</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY J. STARKEY, SECONDED BY W. DONAHUE. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED
14	<p><u>Consider and discuss for possible approval of Liability and Property Insurance. (E. Samaniego) 💧</u></p> <p>Discussion: The Board approved and awarded the contract to Texas Municipal League for \$121,762.29</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY J. STARKEY, SECONDED BY D. BOUGHTER. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED
15	<p><u>Consider and discuss the possible approval of Workers' Compensation Insurance. (E. Samaniego) 💧</u></p> <p>Discussion: The Board approved and awarded the contract to Texas Mutual/Texas Insurance for \$23,192.</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY J. STARKEY, SECONDED BY W. DONAHUE. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED

16	<p><u>Consider and discuss for possible approval a 12-month Supply of Chemicals for the Water Plant, Wastewater Plant, Collections, and Lift Station Departments. (E. Samaniego) 🗨️</u></p> <p>Discussion: E. Samaniego noted that it's 4.34 % less than last year. The Board approved and awarded all the contracts to all the lowest bids.</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY J. STARKEY, SECONDED BY W. DONAHUE. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED
17	<p><u>Consider and discuss for possible approval Ground-Keeping Maintenance (All Departments). (E. Samaniego)</u></p> <p>Discussion: The Board approved a three-year contract with M. H. Mowing Services for \$46,680 yearly</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY J. STARKEY, SECONDED BY D. BOUGHTER. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED
18	<p><u>Consider and discuss the possible approval of the Annual Contract for Asphalt Paving and Repair Projects. (E. Samaniego) 🗨️</u></p> <p>Discussion: The Board Approved and awarded the contract to G & T Paving</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY J. STARKEY, SECONDED BY W. DONAHUE. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED
19	<p><u>Consider and discuss for possible approval to Dispose of Surplus Material. (E. Samaniego) 🗨️</u></p> <p>Discussion: The Board approved to dispose</p> <p style="text-align: center;">The motion carried unanimously: MOVED BY J. STARKEY, SECONDED BY W. DONAHUE. MOTION: MOVE TO APPROVE.</p>	MOTION CARRIED

20	<p><u>Consider and review Expenditures from August 15, 2023, to August 31, 2023. (C. Galvan) 💧</u></p> <p>Discussion: The Board accepted the expenditures as presented.</p> <p style="text-align: center;">The expenditures acknowledged by: J. STARKEY, W. DONAHUE, and D. BOUGHTER.</p>	ACKNOWLEDGED
21	<p><u>Consider and remove from the table the following EXECUTIVE SESSION item tabled at the Regular Meeting on August 23, 2023:</u></p> <p style="text-align: center;"><u>Deliberation regarding the Evaluation of District Employee to wit: General Manager (551.074)</u></p> <p>Discussion: The Board agreed not to discuss until there was a full quorum. This item remained tabled.</p>	TABLED
22	<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; under Section 551.072, Deliberations about Real Property; under Section 551.074, Personnel Matters: 💧</u></p> <ul style="list-style-type: none"> a. <u>Deliberation regarding the Evaluation of District Employee to wit: General Manager. (551.074)</u> b. <u>Complaint by City of South Padre Island regarding LMWD water line conflicts with storm drains. (551.071)</u> c. <u>Land Purchase on HESS Property for Port Isabel Desalination Facility. (551.072)</u> <p>The Vice Chairman entertained to adjourn into Executive Session as permitted by the Open Meetings Act, VTCA, Government Code Section 551.001 Et Seq., under Section 551.071, Consultation with Attorney; under Section 551.072, Deliberations about Real Property; which authorizes the holding of such closed or Executive Session.</p> <p>With a motion by <u>J. Starkey</u> and seconded by <u>W. Donahue</u>, the Board convened into Executive Session at <u>6:24 PM</u>.</p> <p>With a move by <u>W. Donahue</u> and seconded by <u>D. Boughter</u>, the Executive Session ended at <u>7:09 PM</u>. The only matters described were discussed.</p>	EXECUTIVE SESSION

23	<p>Consideration and action on <u>EXECUTIVE SESSION</u> Item, if necessary.</p> <p>a. <u>Deliberation regarding the Evaluation of District Employee to wit: General Manager. (551.074)</u></p> <p>This item was not discussed. It remained tabled.</p> <p>b. <u>Complaint by City of South Padre Island regarding LMWD water line conflicts with storm drains. (551.071)</u></p> <p style="text-align: center;">The motion carried unanimously: MOVED BY W. DONAHUE, SECONDED BY D. BOUGHTER. MOTION: PROCEED AS DIRECTED.</p> <p>c. <u>Land Purchase on HESS Property for Port Isabel Desalination Facility. (551.072)</u></p> <p style="text-align: center;">The motion carried unanimously: MOVED BY W. DONAHUE, SECONDED BY D. BOUGHTER. MOTION: PROCEED AS DIRECTED.</p>	EXECUTIVE SESSION
24	<p><u>Adjournment</u></p> <p>There was no further business; the meeting was adjourned.</p>	MEETING ADJOURNED @ 7:10 PM



 SCOTT FRIEDMAN, CHAIRMAN


 JASON STARKEY, SECRETARY



MINUTES APPROVED THIS 11TH DAY OF OCTOBER 2023.