

CITY OF HARLINGEN WATERWORKS SYSTEM
Regular Board Meeting Minutes
Thursday, January 29, 2015

The Regular Meeting of the Utility Board of Trustees was conducted on the 29th day of January, 2015 at 9:00 A.M. in the Harlingen Waterworks System's Board Room located on the second floor at 134 East Van Buren Avenue, in the City of Harlingen, Texas.

City Commissioner's Present Chino Sanchez, District 4
 Victor Leal, District 5

Board Members Present: Richard Uribe, Chairman
 Josh Fields, Vice Chairman
 Michael Garza, Trustee
 Kevin Campbell, Trustee
 Carlos Yerena, Ex- Officio, came in at 9:22 AM.

Staff Present: Darrell Gunn, General Manager
 Kathern Davidson, Finance & Revenue Director
 Jim Vallely, Wastewater Services Director
 David Sanchez, Water Operations Director
 Joyce Lamon, Customer Service Director
 Elizabeth Soto, HR Director

City Staff Present: Dan Serna, Assistant City Manager

AGENDA ITEM NO. 1: OPEN MEETING AND WELCOME

Chairman Uribe called the meeting to order at 9:02 A.M. and asked if the Agenda was posted in accordance with the law, Nilda Sanchez responded yes.

AGENDA ITEM NO. 2: PUBLIC COMMENTS

There were three citizens with Public Comments:

Yolanda Shoffeit, a regular board meeting attendee, asked the Board about what the Waterworks did with its "spoiled water" and what did we do with it? Ms. Shoffeit asked if we recycled water and if not, she asked when the Waterworks was going to begin to recycle water.

Joe Martinez, a local citizen reported he had recently attended a water conference in Austin and was astounded to find out about a water shortage. Mr. Martinez' concern was that not a lot of people were being informed about this. Mr. Martinez expressed concerned on what the Waterworks was doing about this and if the Waterworks was taking measures to teach/educate the community about water conservation.

Ron Whitlock, a TV reporter for various local and area TV stations shared his concern and federal responsibility about the water in the Rio Grande River. Mr. Whitlock reported this was a border issue, and was concerned about what the federal government was doing to help the Rio Grande Valley's water source and the possibility of its contamination. Mr. Whitlock reported that as a media advocate, he wanted to make sure this bill could be worked through congress, asking for federal money to provide technology and inform valley cities when bad water was headed into the Rio Grande River and into their water plants. Mr. Whitlock informed the Board there would soon be some filming in Harlingen reporting how secure Harlingen Water was for the long term and what the federal government was doing to secure its water. Mr. Whitlock encouraged all to view his website: waterlookout.org.

AGENDA ITEM NO. 3: APPROVAL OF MINUTES

a) From the Regular Board Meeting of January 29, 2015

With no corrections made, a motion to approve the minutes from the Regular Board Meeting of January 29, 2015 was made.

Motion: Michael Garza
Second: Kevin Campbell

Motion to approve was carried by a vote of the Board (4-0).

AGENDA ITEM NO. 4: REPORTS AND PRESENTATIONS

a) Report and Discussion regarding engineering services from LNV Engineers, Architects, Contractors.

Darrell Gunn introduced the two representatives from LNV, Rolando Correa and Ernesto Flores. A power point was showed overviewing the company's multiple services on collections for wastewater treatment and how the Waterworks could benefit from their system. Discussion by the Board ensued.

***** Out of Sequence**

c) Report and discussion regarding Wastewater Treatment Plant Expansion.

Darrell Gunn gave a report regarding the recent bidding process for the New Wastewater Treatment Plant Expansion. The construction was scheduled to begin in early 2015 with a completion time span of about 18 months. Mr. Gunn explained the first bid was for the concrete work to begin the 10mgd wastewater plant expansion was set for January 2015. Discussion by the Board ensued.

d) Report on Delinquent Accounts in the excess of \$500 per account.

Darrell Gunn informed the Board this was a fairly routine monthly report. Mr. Gunn reported Bill Hubbard, System Attorney was continuing legal actions and continued filing law suits. Discussion by the Board ensued.

AGENDA ITEM NO. 5: FINANCIALS

a) Monthly Financial Report for month ending January 31, 2015.

Darrell Gunn gave a brief explanation on the updated Financial Reports. Mr. Gunn reported that water pumpage was down due to continued rain. Discussion by the Board ensued.

AGENDA ITEM NO.6: RESOLUTIONS

a) Resolution No. R1415-06: A resolution to approve or reject the award bid for Concrete and Metal Buildings for the construction of the Wastewater Treatment Plant Expansion.

Darrell Gunn informed the Board about how well the Pre-bid conference went. Mr. Gunn explained that only 2 bids were received for this particular job. Mr. Gunn did explain that the Waterworks was the general contractor for this project, so the lowest bidder would be considered a sub-contractor for the project. HWWS staff did provide an extension research on work history and checked for references for the lowest bidder, R.P. Construction, since this was a major project for the Wastewater Plant Expansion. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1415-06– to approve the award for concrete and metal buildings for the construction of the Wastewater Treatment Plant expansion.

Motion: Josh Fields
Michael Garza

Motion to approve was carried by a vote of the Board (4-0).

b) Resolution No. R1415-07: A resolution to approve or reject the of submersible non clog pumps.

Darrell Gunn reported this was an annual bid for the lift station pumps. Lowest bidder was recommended; they had a good track record with the Waterworks. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1415-07– to approve the award for submersible non clog pumps.

Motion: Kevin Campbell
Josh Fields

Motion to approve was carried by a vote of the Board (4-0).

c) Resolution No. R1415-08: A resolution to approve or reject the award of Haine Dr. & East Treasure Hills Blvd. proposed 8” water line.

Darrell Gunn reported this was a project in the Capital Improvements Program. Since there was only one water line to the subdivision, the new line would provide water access for customers in case of an emergency. Discussion by the Board ensued.

Josh Fields, Vice Chairman abstained his vote and asked to sign off on an affidavit of abstention from voting. The form was not readily available, so this item was **TABLED** until the proper document could be signed.

A motion was made to **TABLE** Resolution No. R1415-08– to table this item until the proper form of Abstention from Voting was available.

Motion: Michael Garza
Kevin Campbell

Motion to approve was carried by a vote of the Board (3-0)

d) Resolution No. R1415-09: A resolution to approve or reject the award of 25HP Floating Mechanical Aerators.

Darrell Gunn reported this was an annual bid. Only one bidder responded to the invitation to bid. Mr. Gunn explained that the memo had information from other vendors as to why they did not bid on this item. Mr. Gunn informed the Board the aerators would be used on an “as needed” basis. Discussion by the ensued.

A motion was made to approve Resolution No. R1415-09– to approve the award of 25HP Floating Mechanical Aerators.

Motion: Kevin Campbell
Josh Fields

Motion to approve was carried by a vote of the Board (4-0)

- e) Resolution No. R1415-10: A resolution to authorize HWWs staff to proceed with activities necessary to Facilitate a Bond Sale.**

Darrell Gunn reported to continue current CIP; a bond sale was necessary. Mr. Gunn was seeking the Board's approval and once approved by the Waterworks Board of Trustees, it was then to be presented to the City Commission for approval. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1415-10– to approve the authorization of HWWs staff to proceed with activities necessary to facilitate a Bond Sale.

Motion: Michael Garza
Josh Fields

Motion to approve was carried by a vote of the Board (4-0).

- f) Resolution No. R1415-11: A resolution to consider and approve a resolution of the Utility Board of Trustees of the City of Harlingen, Texas Waterworks System expressing official intent to reimburse costs of the project from Waterworks and Sewer System Revenue Bonds and other matters related thereto.**

Darrell Gunn reported this was a reimbursement resolution for the City Commission to authorize. The two resolution letters were submitted from our bond counsel. This approval was the first step to begin the reimbursement process. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1415-11– to approve the official intent to reimburse costs of the projects from Waterworks and Sewer System Revenue Bonds and other matters related thereto.

Motion: Michael Garza
Kevin Campbell

Motion to approve was carried by a vote of the Board (4-0).

AGENDA ITEM NO. 8: EXECUTIVE SESSION

***** Out of sequence:**

Item 4b – Report and Discussion regarding staffing and working hours.

A motion was made to enter into Executive Session pursuant to Chapter 551, § 551.074, Texas Government Code, to discuss a personnel issue.

The Board entered into Executive Session at 10.39 A.M.

No action was taken.

The Board exited Executive Session at 10:59 A.M.

Meeting was called back to order by Chairman Uribe.

Josh Fields, Vice Chairman received an affidavit of abstention from voting, signed it in front of a Notary, Nilda Sanchez and left the meeting at 11:01 a.m.

***** Out of sequence:**

Item 6c – A resolution to approve or reject the award of Haine Dr. & East Treasure Hills Blvd. proposed 8” water line.

A motion was made to approve Resolution No. R1415-08– to approve the award for the Haine Dr. & Treasure Hills Blvd. proposed 8” water line.

Motion: Kevin Campbell
Michael Garza

Motion to approve was carried by a vote of the Board (3-0).

***** Out of sequence**

AGENDA ITEM NO. 7 MANAGER’S REPORT

Darrel Gunn gave a brief explanation of the information included in the Manager’s Report. Discussion by the Board ensued.


AGENDA ITEM NO. 9 ADJOURN

There being no further business to discuss, the meeting adjourned at 11:02 A.M.

Motion: Kevin Campbell
Second: Michael Garza

Motion to approve was carried by a vote of the Board (3-0).

Attest: _____


Nilda Sanchez, Board Secretary