

**CITY OF HARLINGEN WATERWORKS SYSTEM
Regular Board Meeting Minutes
Thursday June 25, 2015**

The Regular Meeting of the Utility Board of Trustees was conducted on the 25th day of June, 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 Commissioners Present: Victor Leal, District 5

Board Members Present: Richard Uribe, Chairman
Josh Fields, Vice Chairman
Kevin Campbell, Trustee
Michael Garza, Trustee

Staff Present: Darrell Gunn, General Manager
Kathern Davidson, Finance & Revenue Director
Jim Vallely, Wastewater Services Director
David Sanchez, Water Operations Director
Jon Hedegard, Wastewater Services Assistant

AGENDA ITEM NO. 1: OPEN MEETING AND WELCOME

Chairman Uribe called the meeting to order at 9:04 A.M. and asked if the Agenda was posted in accordance with the law, Nilda Sanchez responded yes.

AGENDA ITEM NO. 2: PUBLIC COMMENTS

No public comments.

AGENDA ITEM NO. 3: APPROVAL OF MINUTES

a) From the Regular Board Meeting of May 28, 2015

With no corrections made, a motion to approve the minutes from the Regular Board Meeting of May 28, 2015 was made.

Motion: Josh Fields
Second: Kevin Campbell

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

AGENDA ITEM NO. 4: REPORTS AND PRESENTATIONS

- a) **Announcing re-appointment of Richard Uribe to the HWWS Board of Trustees, by Commissioner Tudor Uhlhorn, District 2, at the regular City Commission meeting held on June 17, 2015.**

Darrell Gunn reported he was happy to announce a re-appointment term for Richard Uribe.

- b) **Report on Delinquent Accounts in excess of \$500 per account.**

Darrell Gunn briefed the Board on current law suits that had been filed on the most recent inactive delinquent accounts. Discussion by the Board ensued.

AGENDA ITEM NO. 5: FINANCIALS

- a) **Monthly financial report for month ending May 31, 2015.**

Darrell Gunn gave a brief explanation regarding the current loss of revenues due to continued rainfall. Discussion by the Board ensued.

AGENDA ITEM NO.6: RESOLUTIONS

- a) **Resolution No. R1415-26: A resolution to approve or reject the bid for Electrical Materials.**

Darrell Gunn reported this item deemed a significant savings in the adjusted bid by submitting more detailed and specific quotes. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1415-26– to approve the bid for Electrical Materials.

Motion: Michael Garza
Josh Fields

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

- b) **Resolution No. R1415-27: A resolution to approve or reject bid for Sewer Camera System and Vehicle.**

Darrell Gunn reported the current camera system was too old and the department was in need of new technology when televising sewer lines. Mr. Gunn explained the current vehicle was old and also needed replacement. Mr. Gunn discussed the new vehicle was going to be a self-contained work truck, ready to do onsite inspections of sewer lines. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1415-27– to approve bid for Sewer Camera System and Vehicle.

Motion: Josh Fields
Kevin Campbell

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

c) Resolution No. R1415-28: A resolution to approve or reject bid of four (4) Clarifiers, Catwalks, Handrails and Platforms.

Darrell Gunn explained several competitive bids were submitted. Mr. Gunn reported these bids were carefully evaluated by staff looking for the best deal because of the clarifier's critical role to the new Wastewater Plant expansion. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1415-28– to approve bid of four (4) Clarifiers, Catwalks, Handrails and Platforms.

Motion: Josh Fields
Michael Garza

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

d) Resolution No. R1415-29: A resolution to approve or reject Renewal of Agreement for Investment Advisory Services.

Darrell Gunn explained Valley View Consultants had been our Investment Advisors for the past 5 years. Mr. Gunn reported there was no current policy stating the Waterworks had to seek out new advisors, therefore; entrusting our current investments and outstanding relationship with Valley View Consultants, it was suggested to continue with Valley View Consultants. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1415-29– to approve Renewal of Agreement for Investment Advisory Services.

Motion: Kevin Campbell
Michael Garza

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

- e) Resolution No. R1415-30: A resolution to approve or reject a Price Extension for a twelve (12) month supply of current Water and Wastewater Treatment Chemicals.**

Darrell Gunn reported this was a price extension to the current contract on Water and Wastewater Treatment Chemicals. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1415-30– to approve a price extension for a twelve (12) month supply of current Water and Wastewater Treatment Chemicals.

Motion: Michael Garza
Joshua Fields

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

- f) Resolution No. R1415-31: A resolution to re-appoint Josh Fields, Board Trustee, as a representative of the City Audit Committee.**

Darrell Gunn explained a HWWS Trustee was appointed every year to the City Audit Committee and made a recommendation to re-appoint Josh Fields to serve another year. Josh Fields accepted. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1415-31– to re-appoint Josh Fields, Board Trustee, as a representative of the City Audit Committee.

Motion: Michael Garza
Kevin Campbell

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

AGENDA ITEM NO.7: MANAGERS REPORT

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

AGENDA ITEM 8: ADJOURN

There being no further business to discuss, the meeting adjourned at 9:42 A.M.

Motion: Josh Fields
Second: Michael Garza

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

Attest: _____



Nilda Sanchez, Board Secretary