CITY OF HARLINGEN WATERWORKS SYSTEM
Regular Board Meeting Minutes
Wednesday, February 27, 2019

The Regular Board Meeting of the Utility Board of Trustees was conducted on the 27th day of February 2019 at 3:00 P.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.

Board Members Present: Michael Murphy, Trustee
Curtis Bonner, Trustee
Kevin Campbell, Trustee
Dan Serna, Ex-Officio

Staff Present: Tim Skoglund, General Manager
Robert Canterbury, System Engineer
Gene McCullough, System Attorney
Jim Vallely, Wastewater Services Director
Jon Hedegard, Wastewater Services Assistant
David Sanchez, Water Services Director
Kathern Davidson, Finance & Revenue Director
Sanjuana Garcia, Purchasing Manager
Joyce Lamon, Customer Service Director
Gina Flores, Human Resource Admin. Assistant

AGENDA ITEM NO. 1: OPEN MEETING AND WELCOME
Trustee Kevin Campbell called the meeting to order at 3:04 P.M. and asked if the Agenda had been posted in accordance with the law; Nilda Sanchez responded affirmatively.

AGENDA ITEM NO. 2: APPROVAL OF MINUTES
a) Regular Board Meeting of January 31, 2019
Tim Skoglund reported a typo on page 3, to change the name Flynn to Flinn. A motion to approve the Board Minutes, as amended, for the Regular Board Meeting of January 31, 2019 was made.

Motion: Michael Murphy
Second: Curtis Bonner

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

AGENDA ITEM NO. 3: REPORTS AND PRESENTATIONS
a) Report on delinquent accounts in excess of $500 per account
Tim Skoglund reported a new entry in the list of delinquent active accounts. The customer experienced a sizeable water leak on her property and has since then repaired it. Joyce Lamon, Customer Service Director, reported the customer was already on a monthly
payment schedule. Discussion by the Board ensued.

AGENDA ITEM NO. 4: FINANCIALS

a) Monthly Financial report for month ending January 31, 2019
Kathern Davidson, Finance & Revenue Director, gave an overview of the finance reports for January. Discussion from the Board ensued

AGENDA ITEM NO. 5: RESOLUTIONS

a) R1819-18: Awarding a purchase contract for supply of ready-mix concrete
Tim Skoglund reported a contract was awarded last year with two one-year extension options. The proposed extension of the contract would be the first of two possible extensions. The vendor had agreed to honor the original contract pricing, including a fiber additive. Discussion by the Board ensued.

*** Out of Sequence
After the manager’s reports, Agenda Item No. 6, Kathern Davidson, Finance & Revenue Director, reported the need to amend the previously approved resolution because the table in the resolution incorrectly indicated the concrete price as $117.50/CY. The correct concrete price was $110.00/CY. The price for fiber additive was correctly indicated as $7.50/CY. The total price for concrete with fiber additive was $117.50/CY. These corrections reflect the original contract pricing which remained unchanged for the contract extension.

A motion was made to approve amended Resolution No. R1819-18 – awarding a purchase contract for supply of ready-mix concrete.

Motion:  Michael Murphy
Second: Curtis Bonner

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

b) R1819-19: Awarding an engineering contract for design of wastewater sludge dewatering facility expansion
Tim Skoglund stated item would not be presented for consideration until a later meeting.

AGENDA ITEM NO. 6: MANGER’S REPORTS
Tim Skoglund highlighted portions of the Manager’s Reports. The Board asked questions and discussed the information as it was presented.

AGENDA ITEM NO. 7: PUBLIC COMMENTS
There were no public comments.

AGENDA ITEM NO. 8: ADJOURN
There being no further business to discuss, Trustee, Campbell, called for a motion to adjourn the meeting at 3:32 P.M.

Motion: Michael Murphy  
Second: Curtis Bonner

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

Attest: Nilda Sanchez, Board Secretary