

CITY OF HARLINGEN WATERWORKS SYSTEM
Regular Board Meeting Minutes
Wednesday, January 29, 2020

The Regular Board Meeting of the Utility Board of Trustees was conducted on the 29th day of January 29, 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 Garza, Chairman
Kevin Campbell, Vice Chairman
Michael Murphy, Trustee
Curtis Bonner, Trustee
Chris Bartnesky, Trustee

Staff Present: Tim Skoglund, General Manager
Robert Canterbury, System Engineer
Gene McCullough, System Attorney
Kathern Davidson, Finance & Revenue Director
Jon Hedegard, Wastewater Services Director

City Staff Present: Carlos Sanchez, Assistant City Manager

AGENDA ITEM NO. 1: OPEN MEETING AND WELCOME

Michael Garza, Chairman, called the meeting to order at 3:02 P.M. and asked if the Agenda had been posted in accordance with the law; Nilda Sanchez responded affirmatively.

AGENDA ITEM NO. 2: COMMUNICATION / INPUT FROM CUSTOMERS AND RESIDENTS OF HARLINGEN

None

AGENDA ITEM NO. 3: APPROVAL OF MINUTES

a) Regular Board Meeting of December 18, 2019

Curtis Bonner, Trustee, recommended a language change on Resolution Item 7(b) where the wording "entering into another BuyBoard" was not appropriate and could be better written as "entering into another contract." Tim Skoglund responded that the minutes would be revised accordingly.

Motion: Kevin Campbell
Second: Michael Murphy

Motion to approve was carried by a vote of the Board (5-0).

AGENDA ITEM NO. 4: REPORTS AND PRESENTATIONS

a) Report on Delinquent accounts in excess of \$500 per account

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Tim Skoglund noted there were no new additions to the list. Discussion by the Board ensued.

AGENDA ITEM NO. 5: FINANCIALS

a) Monthly Financial report for month ending December 31, 2019

Kathern Davidson, Finance & Revenue Director, gave an overview of the financial reports through December 2019. Discussion from the Board ensued.

b) Presentation of Quarterly Investment Report, ending December 31, 2019

Kathern Davidson discussed information in the Quarterly Investment report, ending December 31, 2019.

AGENDA ITEM NO. 6: RESOLUTIONS

a) R1920-12: Approving a contract extension for supply of ready mix concrete

Tim Skoglund reported the proposed extension was the final one-year extension option for the contract. The vendor had agreed to honor the original contract pricing. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1920-12 – approving a contract extension for supply of ready mix concrete.

Motion: Curtis Bonner
Second: Michael Murphy

Motion to approve was carried by a vote of the Board (5-0).

b) R1920-13: Approving a contract extension for sludge transport and disposal services

Tim Skoglund gave an overview of the Waterworks' wastewater sludge disposal operations and the need for sludge transport services when sludge cannot be applied to the on-site dedicated land disposal beds because of wet conditions. The Waterworks has not recently used sludge transport services, but maintaining a contract is needed as contingency. The proposed extension would be the second and final, one-year extension option for the contract. The vendor had agreed to honor the original contract pricing. Discussion by the Board ensued.

A motion was made to approve Resolution No. R1920-13 – approving a contract extension for sludge transport and disposal services.

Motion: Kevin Campbell
Second: Curtis Bonner

Motion to approve was carried by a vote of the Board (5-0).

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c) R1920-14: Awarding a contract for purchase of a wastewater sludge belt filter press and related equipment systems

Robert Canterbury, System Engineer, gave a presentation on the Waterworks' current wastewater sludge belt filter press, explaining that it had been in service for 17 years and was nearing its maximum life. The 2017 wastewater plant upgrade project did not include an expansion or replacement of the existing belt press. If the belt press were to fail, the treatment process would be affected.

Mr. Canterbury reported that as part of the design process to expand and upgrade sludge dewatering facilities, a vertical belt filter press had been selected as the preferred technology for adding upgraded capacity because of greater operational flexibility, safety, and ease of operation. He stated that the existing belt press would continue in use as a backup in its current location until it became unserviceable and in need of replacement.

Discussion about pricing of the single bid ensued. Tim Skoglund stated his opinion that the additive alternate price for an upgraded belt press frame was higher than the value the upgrade would offer. He suggested that the Board authorize Staff to negotiate a lower price for the additive alternate upgrade. Continued discussion by the Board ensued.

An amendment to the resolution was discussed to award the base bid of \$707,500, and to authorize the General Manager to negotiate with the bidder and accept the additive alternate upgrade for a price not to exceed \$25,000. If such negotiation were not to be successful, only the base bid would be awarded. Discussion by the Board ensued.

A motion was made to approve amended Resolution No. R1920-14 – Awarding a contract for purchase of a wastewater sludge belt filter press and related equipment systems.

Motion: Kevin Campbell
Second: Curtis Bonner

Motion to approve was carried by a vote of the Board (5-0).

AGENDA ITEM NO. 7: MANAGER'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. 8: EXECUTIVE SESSION

- a) Consultation with System Attorney regarding real property transactions, pursuant to Tex. Gov't Code §551.072.

A motion was made to enter into Executive Session

MOTION: Campbell SECOND: Murphy

Entered into Executive Session at: 4:10 P.M.

Exited Executive Session at: 4:53 P.M.

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Action Taken: NO

Meeting was called back to order at 4:53 P.M.


AGENDA ITEM NO. 9: ADJOURN

There being no further business to discuss, Chairman Garza, called for a motion to adjourn the meeting at 4:54 P.M.

Motion: Curtis Bonner
Second: Kevin Campbell

Motion to approve was carried by a vote of the Board (5-0).

Attest:



Nilda Sanchez, Board Secretary