

**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

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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**

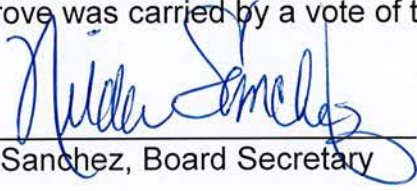
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There being no further business to discuss, Trustee, Campbell, called for a motion to adjourn the meeting at 3:32 P.M.

Motion: Michael Murphy  
Second: Curtis Bonner

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

Attest:

  
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Nilda Sanchez, Board Secretary