

Gulf Coast Water Authority
Regular Board Meeting
Minutes
April 18, 2013

COUNTY OF GALVESTON §
STATE OF TEXAS §

The Board of Directors of the Gulf Coast Water Authority of Galveston County, Texas, met on **Thursday, April 18, 2013, at 3:00 p.m.** at the Gulf Coast Water Authority's Administrative Office located at 3630 Highway 1765, Texas City, Texas and duly constituted members of said Board, to wit

<i>James McWhorter</i>	<i>President</i>
<i>Eric Wilson</i>	<i>Vice President</i>
<i>Rosalyn Sue Edrozo</i>	<i>Secretary / Treasurer</i>
<i>Russell C Jones</i>	<i>Assistant Secretary / Treasurer</i>
<i>James R Cesarini</i>	<i>Director</i>
<i>Bill Eisen</i>	<i>Director</i>
<i>Ray Holbrook</i>	<i>Director</i>
<i>Shane Hamilton</i>	<i>Director</i>
<i>Gary Potter</i>	<i>Director</i>

Eric Wilson and Shane Hamilton were not in attendance. A quorum was present

Also present: Bobby Gervais, Ivan Langford, David Sauer, Mack Chapman, George Orum, James Vanderwater, John Martinez, Renee Dondonay, Cody Cockroft, Brenda Smith, Rick Gerlach and Jeff Peters

1. Convene Meeting – *James McWhorter*
Chair James McWhorter called the meeting to order at 3:02 PM
2. Conflict of Interest Declarations – *James McWhorter*
None
3. Requests to Address the Board - *James McWhorter*
None
4. Appointment of Board Member Gary Potter (Municipal Position No. 2)
 - Statement of Officer
 - Oath of Office

The Statement of Officer and Oath of Office were administered by Renee Dondonay, notary public for the State of Texas and sworn by newly appointed board member Gary Potter, Municipal Position No. 2.

5. Committee Appointments

As the newly appointed representative for Municipal Position No. 2 on the Gulf Coast Water Authority Board of Directors', Mr. Gary Potter replaces Mr. James McWhorter in his temporary position on the Safety Committee and Mr. Gary Potter replaces Mr. Ray Holbrook in his temporary position on the Finance and Insurance Committee as unanimously voted at the November 15, 2012 meeting.

6. Consent Agenda

- a. Accept Minutes from the Board of Directors' Regular Meeting held March 21, 2013.

Sue Edrozo seconded Bill Eisen's motion to accept the Consent Agenda Item.

7. Managers' Report

- Thomas Mackey Water Treatment Plant
- Water Treatment Plant Distribution
- Canal Division
- Industrial Division
- Administrative

8. Board Committees' Report

- Financial Committee

Russell Jones reported the committee met on April 18, 2013.

- Engineering Committee

James McWhorter reported the committee met on April 9, 2013 and discussed the Industrial Pump Station Generators, the Sludge Field Rehabilitation and Sludge Removal at the Thomas S Mackey Water Treatment Plant and the Industrial Reservoir Gate Structure Rehabilitation, all items which are on the agenda today. Other ongoing projects were reviewed as well.

- Organization and Planning Committee

Sue Edrozo reported the committee met on April 9, 2013 and discussed the proposal for an update on the Long Range Water Supply. This will be presented to the Board at the Board Retreat on June 14, 2013.

- Personnel and Compensation Committee

Bill Eisen reported, in Eric Wilson's absence, the committee met on April 9, 2013 regarding the Pay Plan and Personnel Policy, both items which will be on the May 2013 Agenda.

- Safety Committee

James Cesarini reported the committee met on April 9, 2013 to review the accident investigation report, set monthly meeting dates and set dates for Safety Audits on April 29, 2013, May 13, 2013 and May 20, 2013. The recommendation came for assistance from an outside expert to assist in the Safety Audits - David Sauer will contact Texas Municipal League to request their attendance at one or more of the Safety Audits.

9. Advisory Committees' Report

- Industrial Advisory Committee

Ivan Langford asked if anyone had contacts at Dow Texas City, the Industrial Advisory Committee is requesting a replacement for Tom Burm. Darrell Richardson, the current chair, will be retiring at the end of the year and a replacement will need to be chosen.

- Mainland Division Operating Advisory Committee

No report

10. New Business

- a. Discussion and possible action on a construction contract with the most qualified proposal, based on the competitive sealed proposal method, for Landfill Services for the removal of sludge from the Thomas S Mackey Water Treatment Plant and authorization for the General Manager to sign the pertinent documents – *James Vanderwater*

A buildup in the fields at the Thomas S Mackey Water Treatment Plant from past sludge disposal has resulted in a high reading of naturally occurring metals in the soil. TCEQ now regulates the disposal of sludge, resulting in the need to remove the existing sludge and allowing the land to be rehabilitated.

James Cesarini seconded Sue Edrozo's motion to accept a construction contract with the most qualified proposal, based on the competitive sealed proposal method, for Landfill Services for the removal of sludge from the Thomas S Mackey Water Treatment Plant and authorization for the General Manager to sign the pertinent documents. The motion passed unanimously.

- b. Discussion and possible action on engineering services work authorization with Freese and Nichols, Inc. for the final design and bidding services for the Industrial Reservoir Gate Structure Rehabilitation and authorization for the General Manager to sign the pertinent documents – *James Vanderwater*

Russell Jones seconded Bill Eisen's motion to accept an engineering services work authorization with Freese and Nichols, Inc for the final design and bidding services for the Industrial Reservoir Gate Structure Rehabilitation and authorization for the General Manager to sign the pertinent documents. The motion passed unanimously.

- c. Discussion and possible action of a construction contract with the most qualified proposal, based on the competitive sealed proposal method, for Sludge Field Rehabilitation at the Thomas S. Mackey Water Treatment Plant and authorization for the General Manager to sign the pertinent documents – *James Vanderwater*

Russell Jones seconded Sue Edrozo's motion to accept a construction contract with the most qualified proposal, based on the competitive sealed proposal method, for Sludge Field Rehabilitation at the Thomas S Mackey Water Treatment Plant and authorization for the General Manager to sign the pertinent documents. The motion passed unanimously with the exception of Ray Holbrook who abstained from voting.

- d. Discussion and possible action to select Enchanted Rock, Ltd. for an Electrical Reliability Service Agreement at the Industrial Pump Station and authorization for the General Manager to sign the pertinent documents – *James Vanderwater*

James Cesarini seconded James McWhorter's motion to accept Enchanted Rock, LTD. as the best proposal for an Electrical Reliability Service Agreement at the Industrial Pump Station and authorization for the General Manager to negotiate, bringing the final proposal to the May 2013 Board Meeting. The motion passed unanimously.

- e. Discussion and possible action authorizing the General Manager to negotiate and execute contracts to accomplish repairs on the valve box near Tank 512 and the water lines near Gate 22 within Marathon – *John Martinez*

Ray Holbrook seconded James Cesarini's motion to authorize the General Manager to negotiate and execute contracts to accomplish repairs on the valve box near Tank 512 and the water lines near Gate 22 within Marathon.

Regular Session recessed at 4:29PM.

11. Executive Session

Executive Session Convened at 4:34PM.

- a. Proposed Right of Entry Agreement with Marathon Petroleum

Executive Session Adjourned at 4:55 PM

12. Consent Agenda

- a. Discussion and possible action on a declaration of immediate action required to access the water line inside the plant fence of Marathon Petroleum for safety and security reasons due to an unforeseeable situation and authorization for the General Manager to sign pertinent documents to remediate the situation – *Ivan Langford*

Russell Jones seconded Bill Eisen's motion declaring an emergency situation requiring immediate action to access the water line inside the plant fence at Marathon Petroleum for safety and security reasons due to an unforeseeable situation and authorization for the General Manager to sign the pertinent documents to remediate the situation. The motion passed unanimously with the exception of Sue Edrozo who abstained from voting.

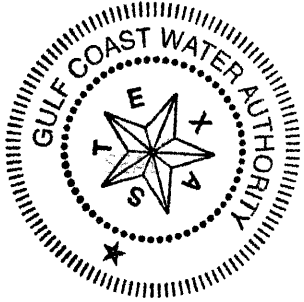
13. Announcements

None

14. Adjourn Meeting

Chair James McWhorter adjourned the meeting at 4:59PM.

Passed and Approved this 16th day of May, 2013.





Sue Edrozo
Secretary / Treasurer