



EL PASO COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 4

P.O. BOX 3880
(915) 764-2212



117 E. MAIN ST.

FAX (915) 764-4840



FABENS, TX 79838-3880

BOARD OF DIRECTORS REGULAR MEETING

TUESDAY, MARCH 22, 2022 at 6:00 P.M.

117 EAST MAIN ST., IN FABENS, TEXAS

Zoom Meeting Link: <https://us02web.zoom.us/j/7098341122?pwd=N09xeTFNUTDBScDAxSnBxUT09>

The El Paso County W.C.I.D. #4 will convene as posted to consider and/or take action on the following agenda items: (Items do not have to be taken in the same order as shown on this meeting notice.)

AGENDA

1. Call meeting to order.
2. Roll Call and Determination of Quorum.
3. Pledge of Allegiance.
4. Take up, consider and take action on meeting agenda.
5. Take up, consider and take action on Meeting minutes from February 22, 2022.
6. Take up, consider and take action on Special Meeting minutes from March 9, 2022
7. Public Comments – Each speaker is allowed 3 minutes and must comply with the Policies and Procedures for Public Comment at Board Meetings, adopted on August 27, 2019:
 - (a) Public comments on issues of general concern.
 - (b) Public comments on Agenda Items.
8. Take up, consider and take action to approve the repairs or replacement of the #4 booster pump and motor at 10th. Street Booster Station in the amount of \$29,253.70 to repair or \$47,278.78 to replace.
9. Kemp Smith Update.
10. CDM Smith Update.
11. General Manager Report.
12. Executive Session.

Meeting to be closed under the following Texas Government Code of the Open Meetings Act for discussion as follows:

- A. Attorney Consultation Code 551.071
- B. Real Property Code 551.072
- C. Personnel Matters Code 551.074

Any final action as a result of this closed discussion will be held at the opening of the meeting or at any subsequent meeting

13. Return to open session for possible discussion and action on executive session item(s).
14. Board member availability or date change for the April 26, 2022 Regular Meeting.
15. Adjourn.

I, the undersigned authority, hereby certify that the above Notice of Meeting of the Board of Directors of the El Paso County Water Control & Improvement District No. 4 is a correct copy of the Notice and that I posted the Notice at the Fabens Post Office and at the District Office Bulletin Board located at 117 E. Main Street, Fabens, Texas 79838, and provided a notice to the El Paso County Clerk for posting in accordance with the Texas Open Meetings Act as required by law.

In this Notice of Open Meeting, the posting of an agenda item as a matter to be discussed in open session is not intended to limit or require discussion of that matter in open session if it is otherwise appropriate to discuss the matter in executive session. If during the discussion of any agenda item, a matter is raised that is appropriate for discussion in executive session the Board may, as permitted by law, adjourn into executive session to deliberate on the matter.

The posting of an agenda item as a matter of law to be discussed in executive session is not intended to limit or require discussion of that matter in executive session. The Board may discuss in open session any matter for which notice has been given in this Notice of Open Meeting, including an agenda item posted for executive session. In no event; however, will the board take action on any agenda item in executive session.


Jose Ramirez

El Paso County Water Control & Improvement District #4
General Manager



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REGULAR MEETING MINUTES Tuesday, March 22, 2022

1. Call Meeting to Order.

President Juana Gutierrez called meeting to order at 6:00 p.m.

2. Roll Call & Determination of Quorum.

		<u>Present</u>	<u>Absent</u>	<u>Comments</u>
Ms. Juana Gutierrez	President	X		
Ms. Thelma Quiñonez	Vice President		X	
Ms. Magda C. Flores	Secretary	X		
Mr. Jorge Carrasco	Member	X		
Mr. Samuel Madrid	Member	X		

District Staff:

Mr. Jose Ramirez	General Manager
Ms. Patty Cruz	Office Manager
Ms. Romie Martinez	Inventory Control Manager
Mr. Israel Martinez	Field Manager
Ms. Laura Olivas	Office Clerk

Consultants:

Mr. Sergio Estrada	Kemp Smith
Mr. Horacio Juarez	CDM Smith

Visitors:

Mr. Rafael Ramirez	Ms. Alicia Carrillo
Ms. Jeanette Ribail	Mr. Orlando Olmos
Mr. Ruben Corral	Mr. Luz Marquez
Mr. Martin Madrid	Mr. Vicente Telas

3. Pledge of Allegiance.

4. Take up, consider and take action on meeting agenda.

Discussion: No discussion

Motion made by Ms. Flores to approve meeting agenda.

Seconded by Mr. Madrid

Vote:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. J Gutierrez	X			
Ms. T. Quiñonez				
Ms. M. Flores	X			
Mr. J. Carrasco	X			
Mr. S. Madrid	X			

Motion: Passed

5. Take up, consider and take action on Regular Meeting Minutes for February 22, 2022.

Discussion: No discussion

Motion made by Mr. Madrid to approve Regular Meeting Minutes for February 22, 2022.

Seconded by Mr. Carrasco

Vote:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. J Gutierrez	X			
Ms. T. Quiñonez				
Ms. M. Flores	X			
Mr. J. Carrasco	X			



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Mr. S. Madrid

X

Motion: Passed

6. Take up consider and take action on Special Meeting minutes from March 9, 2022.

Discussion: No discussion

Motion made by Ms. Flores to approve Special Meeting minutes from March 9, 2022.

Seconded by Mr. Carrasco

<u>Vote:</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. J Gutierrez	X			
Ms. T. Quiñonez				
Ms. M. Flores	X			
Mr. J. Carrasco	X			
Mr. S. Madrid	X			

Motion: Passed

7. Public Comments- Each speaker is allowed 3 minutes and must comply with the Policies and Procedures for Public Comment at Board Meetings, adopted on August 27, 2019.

(a) Public comments on issues of general concern.

Mr. Luz Marquez has requested six applications for the upcoming elections. He stated that the office referred him to the district website to download the forms. Mr. Marquez wants the Board to address management and direct them to give out the forms and not send him to the website; making him jump through hoops.

Mr. Martin Madrid stated that he has received calls from all over Fabens; from customers, residents and taxpayers asking him about the office salaries. He questioned how the Board justifies the salary of the inventory manager/administrative assistant starting at \$40,000.00. He stated how dare Mr. Ramirez stand up and congratulate the Board on giving raises. Mr. Sergio Estrada, legal counsel, interrupted Mr. Madrid to remind him that personal attacks will not be allowed nor is Mr. Madrid allowed to refer to water district employees by name. Mr. Martin Madrid continued speaking on salary comparisons. He asked the Board how it justifies having four office managers and three assistant managers. Mr. Madrid's other concern was why the GM is allowing Romie, Joaquin...Mr. Estrada and Ms. Gutierrez stopped him from continuing to speak due to the fact that he mentioned district employees by name. Ms. Gutierrez requested Mr. Madrid be escorted out by the sheriff's deputy and constable that were present at the meeting, due to his continued referral to specific people by name. Mr. Madrid stated he would file a complaint at the County and asked for the officer's names.

Mr. Marquez continued to speak out of order in a public meeting; Ms. Gutierrez requested he be escorted out of the meeting as well. Both Mr. Martin Madrid and Mr. Luz Marquez were escorted out by the deputy and the constable.

Ms. Alicia Carrillo stated that she was appalled by the Board and Ramirez. Mr. Sergio Estrada interrupted her and again reiterated that she cannot mention names. Ms. Carrillo feels that the Board does whatever it wants; the district keeps raising water prices to pay employees, some special employees.

(b) Public comments on Agenda Items.

Mr. Martin Madrid and Mr. Luz Marquez had signed up to speak on agenda items. They were no longer present at meeting; they had previously been escorted out.

8. Take up, consider and take action to approve the repairs or replacement of the #4 booster pump and motor at 10th Street Booster Station in the amount of \$29,253.70 to repair or \$47, 278.78 to replace.

Discussion: Mr. Ramirez informed the board that the #4 booster pump at 10th Street has malfunctioned and needs to be either repaired or replaced. Alpha Southwest will let the district know whether the pump and motor can be rebuilt, after disassembling both to see the extent of wear. After some discussion, a motion was made by Ms. Flores.



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Motion made by Ms. Flores to either repair or replace the #4 booster pump and motor at 10th Street Booster Station in the amount of \$29,253.70 to repair or \$47,278.78 to replace.

Seconded by Mr. Madrid

Vote:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. J Gutierrez	X			
Ms. T. Quiñonez				
Ms. M. Flores	X			
Mr. J. Carrasco	X			
Mr. S. Madrid	X			

Motion: Passed

9. Kemp Smith Update

N/A

10. CDM Smith Update

Mr. Horacio Juarez updated the Board of Directors on the USDA funding application, the Texas Water Development funding application and the TCEQ Emergency Preparedness Plan.

11. General Manager Report

1. Collection rate for February is 98%, 48 cut offs and 17 remain unpaid.
2. The Veteran's Park Grant application is now in the environmental review stage. We will need to publish the public notice in the local newspaper. Comments regarding the environmental impact of this project will be due to the EDA by April 19, 2022.
3. Trojan, the manufacturer of the UV lights at the wastewater treatment plant, has eliminated contracting vendors for sales and services of their system. Trojan has offered us a SCADA (Trojan UV 3000 mobile app) service for the UV light system at no charge for the installation and the service. This system will give time stamped data about a number of important operating parameters including power consumption, UV transmittance, UV dose and lamp power. It will also include an in-depth library of resources which will help with guided troubleshooting that will walk us through a decision flow to help uncover root causes and give access to real time O & M procedures and how-to videos. This system will compliment our current SCADA system.
4. We are currently in the process of reviewing the Texas Rural Water Association 2018 Service Policy. Once we have completed the review and made a list of the changes, we will be presenting it to the Board of Directors for approval. The current service policy was adopted in January 1976.

Field Manager Update

Mr. Israel Martinez updated the board on district staff licensing, tracking water loss in the district, installation of digital meters, as well as TCEQ reports filing. He also informed the board of training for working in confined spaces for the field operators. Mr. Martinez spoke about possible ways of engaging and educating the community about district operations and functions.

12. Executive Session.

No items requiring executive session.

13. Return to open session at _____ p.m. for possible discussion and action on Executive Session item(s). N/A

14. Board member availability for the April 26, 2022 Regular Meeting

All board members present available for the April 26, 2022, Regular Meeting.



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15. Motion to adjourn.

Discussion: No discussion

Motion made by Ms. Flores to adjourn.

Seconded by Mr. Madrid

Vote:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Other</u>
Ms. J. Gutierrez	X			
Ms. T. Quiñonez				
Ms. M. Flores	X			
Mr. J. Carrasco	X			
Mr. S. Madrid	X			

Motion: Passed

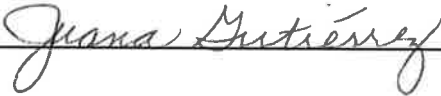


Meeting Adjourned at 6:56 p.m.

Magde C Flores
Signature

4/26/22
Date Approved

EL PASO COUNTY W.C.I.D. #4
REGULAR BOARD MEETING
SIGN IN SHEET

MEETING DATE: Wednesday, March 22, 2022

BOARD MEMBERS		
NAME (PLEASE PRINT)		SIGNATURE
Juana Gutierrez	EPCWCID #4 Board President	
Thelma Quinonez	EPCWCID #4 Vice-President	
Magda Flores	EPCWCID #4 Secretary	
Jorge Carrasco	EPCWCID #4 Board Member	
Samuel Madrid	EPCWCID #4 Board Member	