



EL PASO COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 4

P.O. BOX 3880

117 E. MAIN ST.

FABENS, TX 79838-3880

(915) 764-2212

FAX (915) 764-4840

BOARD OF DIRECTORS SPECIAL MEETING

WEDNESDAY, MARCH 9, 2022 at 2:00 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. 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 Agendas Items.
6. Take up, consider and take action on the 2021 treated effluent water discharge fee of \$47,181.57 to El Paso County WID #1.
7. Take up, consider and take action to have Pena, Briones, McDaniel & Co. conduct the 2021 Financial Audit.
8. Kemp Smith Update.
9. CDM Smith Update.
10. General Manager Report.
11. 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.
12. Return to open session for possible discussion and action on executive session items(s).
13. 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 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 in executive session.


Jose Ramirez

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



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SPECIAL MEETING MINUTES Wednesday, March 9, 2022

1. **Call Meeting to Order.**

President Juana Gutierrez called meeting to order at 2:00 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
Mr. Israel Martinez	Field Manager
Ms. Laura Olivias	Office Clerk

Consultants:

N/A

Visitors:

Ms. Sandra Patacsil
Mr. Rene Pena
Mr. Michael O'Donnell

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. 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			
Mr. S. Madrid				

Motion: Passed

5. **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**

N/A

(b) **Public Comments on Agenda Items.**

N/A



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6. Take up consider and take action on 2021 treated effluent water discharge fee of \$47,181.57 to El Paso County WID #1.

Discussion: On an annual basis the district receives an invoice from El Paso County WID #1 for the effluent discharge from the Raul Gutierrez Wastewater Treatment Plant; the effluent is discharged into the drain south of the plant. The amount for this year's discharge is \$47,181.57.

Motion made by Ms. Flores to approve payment of \$47,181.57 to El Paso County WID #1

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			
Mr. S. Madrid				

Motion: Passed

7. Take up consider and take action to have Peña, Briones, McDaniel & Co. conduct the 2021 Financial Audit.

Discussion: Mr. Michael O'Donnell of Bixler & Co., LLP introduced Mr. Pena of Pena, Briones, McDaniel & Co. Mr. O'Donnell will no longer be conducting audits and has transferred his audit clients over to Mr. Pena's firm.

Motion made by Ms. Flores to have the firm of Pena, Briones, McDaniel & Co. conduct the 2021 Financial Audit.

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			
Mr. S. Madrid				

Motion: Passed

8. Kemp Smith Update

N/A

9. CDM Smith Update

N/A

10. General Manager Update

1. Booster pump #4 at the 10th Street booster station has started to malfunction. This pump and motor will need to be pulled out and either rebuilt or replaced. We are waiting for quotes to repair and/or replace from Alpha Southwest. This will be the second pump out of four to malfunction. This pump and motor have operated for 28,842 hours and have been in place since the booster station has been in operation, which has been since 2010. Subsequently, due to the age and wear of the remaining pumps, we expect them to be the next to malfunction. The cost of the repairs for the previous pump was \$17,856.00. We will be bringing the quotes from Alpha Southwest to the Board of Directors for approval next board meeting.

2. The stainless-steel screen at the Ikard lift station is starting to deteriorate and needs to be replaced. This screen was replaced in 2019 at a cost of \$11,500.00 and was done by an outside person using our staff to help him. We are looking into replacing it ourselves at around a cost of \$2,000.00. For safety purposes, our staff will be certified in a confined space



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training certification class before we repair the screen. This certification will also benefit in any future projects that require the field staff to work in confined spaces.

11. Executive Session.

No items requiring Executive Session.

12. Return to open session at : p.m. for possible discussion and action on Executive Session item(s).

N/A

13. Motion to adjourn.

Discussion: No discussion

Motion made by Ms. Flores to adjourn

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			
Mr. S. Madrid				

Motion: Passed




Meeting Adjourned at 2:20 p.m.


Signature

3/22/22
Date Approved

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

MEETING DATE: Wednesday, March 9, 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	