



**EL PASO COUNTY TORNILLO WATER IMPROVEMENT DISTRICT
19225 Highland, Tornillo, Texas 79853, El Paso County Texas**

**BOARD OF DIRECTORS
August 3, 2023
6:00 p.m.**

AGENDA

1. Roll call, determination of quorum, call meeting to order.
2. Open Forum: Public comments may be made on a posted item on today's agenda, or a specific question requesting factual information, which may briefly be answered. A time limit will be observed.

CONSENT AGENDA

3. Consider and approve the minutes of March 23, 2023, Board meeting.
4. Consider and approve ratification of Chevy invoice.
\$30,881.009 for the new Chevy Equinox to replace Nissan Frontier Truck.
5. Consider and approve ratification of EPCTWID Covid-19 Leave Policy Reinstatement.
Covid-19 Leave Policy was reinstated May 25, 2023, and will end December 31, 2023. The policy will allow for 80 hours maximum leave for any Covid-19 related illness.
6. Consider and approve ratification of West Texas Industrial Invoices #852,401,924, 541.
#852 \$3,400.00 for drain valve for refurbished basin at WWP.
#401 \$6,200.00 for hose replacement for refurbished basin at WWP.
#924 \$3,200.00 for valve replacement at WWP.
#541 \$2,500.00 for valve replacement at WWP.
7. Consider and approve ratification of Coyote Automation Solutions Invoice.
#1001 \$1,760.00 for SCADA upgrade at WWP.
8. Consider and approve ratification of Pena Briones McDaniel & Co PC Invoice.
1000003830 \$1,200 for 2022 Audit.

9. Consider and approve ratification of Brown and Caldwell Invoice

Invoice # 57475578 \$41,100.34 on 03/30/2023 for 30% completion of Technical Memorandum for sewer expansion. North American Development Bank reimbursed EPCTWID for \$41,100.35 in April 2023 for payment to Brown and Caldwell.
10. Consider and approve ratification of El Paso Phoenix Pumps, Inc Quote #2023-0710-EP7033.

Quote #2023-0710-EP7033 \$3,200.00 for new back up sand booster pump at ATP.
Invoice #0066931 \$9,411.00 for Well #2 boosters, ATP sand booster repair, & repair kit for Well #4 booster pump.
11. Consider and approve ratification of Electric Motor Service Invoices.

Invoice #003016 \$3,895.00 for new sand boosters pump motor at ATP.
12. Consider and approve ratification of Neweldex General Contractors LLC Invoice.

Invoice #912 \$3,500.00 for repair and maintenance of A/C unit at WWP Blower Bldg.
13. Consider and approve ratification of Sun City Winnelson Co. Invoice.

Invoice #573994 01 \$6,268.72 for replacement of 4 isolation and check valves at WW Lift Station.
14. Consider and approve ratification of WSB CD renewals.

WSB CD 493 in the amount of \$100,386.96 automatically renewed 07/17/2023 with a term of 180 days (six months). New maturity date 01/13/2024.

WSB CD 501 in the amount of \$200,773.91 automatically renewed 07/17/2023 with a term of 180 days (six months). New maturity date 01/13/2024.

WSB CD 109 in the amount of \$351,775.83 will automatically renew on 07/27/2023 with a term of 365 days (1 year). New maturity date 07/26/2024.
15. Consider and approve ratification of Sun City Winnelson Co Quote.

Quote #0063024 \$9,458.12 for new valves at WWP. Labor \$3,200.00. Bolts \$2,500.00. Seals 1,900.00. Total for valve replacement \$17,058.12.

REGULAR AGENDA

16. Discussion and action of revised On-Call/Stand by Policy.
17. Discussion and action of New Depreciation Policy.
18. Discussion and action of account adjustments with attached accounts listed.

19. Discussion to transfer \$50,000 from WSB General Account into WSB CD 101. CD matures on 07/26/2023. 12-month term. Maturity date: 07/26/2024.
20. Executive Session. The Board of Directors of the El Paso County Tornillo Water Improvement District (the “District”) may retire into EXECUTIVE SESSION pursuant to the Texas Government Code, Chapter 551, Subchapter D, to discuss any of the following: (The items listed below are matters of the sort routinely discussed in Executive Session, but the Board may move to Executive Session any of the items on this agenda, consistent with the terms of the Open Meetings Act.) The Board will return to open session to take any final action and may also, at any time during the meeting, bring forward any of the following items for public discussion, as appropriate.

Section 551.074 Personnel Matters

21. Discussion and action of reclassification of Office Assistant and Cashier/Receptionist.
22. Discussion and action of Janitorial Services.
23. Management Report:
 - Water/wastewater and office projects.
 - Financial reports
24. Adjourn.

I, Marlena Hernandez, (915) 764-2966, hereby certify this notice of meeting was posted at least 72 hours before the scheduled time of the meeting 1) in a place convenient to the public in the District’s administrative office and 2) that a notice of the meeting was placed on the District’s website at epctwid.com in accordance with the Texas Open Meetings Act.

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, whether it is posted for open or executive session.