



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

**BOARD OF DIRECTORS
November 16, 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 October 5, 2023, Board meeting.
4. Consider and approve ratification of Caldwell Electrical Contractors, Inc. Invoice #W11490, #W11490 \$2,500.00 Replace corroded contacts and starter at Well #2.
5. Consider and approve ratification of Texas Municipal League Intergovernmental Risk Pool Contract #0906.

#0906 \$49,203.84 Insurance for District.
6. Consider and approve ratification of Electric Motor Service Invoice #003179 & #003177.

#003179 \$550.00 Repair and Maintenance of ATP Booster.
#003177 \$1,800.00 Repair and Maintenance of ATP Booster.
7. Consider and approve ratification of J & K Services Invoice #1464 & #1478.

#1464 \$905.90 for troubleshooting High School Boosters.
#1478 \$2,450.30 for Repairs and Maintenance at High School Boosters and WWP.
8. Consider and approve ratification of Wisco Supply, Inc. Service Order #1193127.

#1193127 \$3,919.85 for preventative maintenance of WWP Aeration Basin Blowers.

9. Consider and approve ratification of West Star Bank CD renewals.

WSB CD 7045 in the amount of \$100,647.42 automatically renewed 11/08/2023 with a term of 180 days (six months). New maturity date 05/06/2024.

REGULAR AGENDA

10. Discussion and action of PureOps Quote #NQ230152.

Quote #NQ230152 \$3351.65 for corrective maintenance of Well #4 chlorinators/vacuum regulators.

11. Discussion and action of El Paso Phoenix Pumps Quote # 2023-1027MB1.

#2023-1027MB1 \$12,925.00 for WWP preventative maintenance trash pump.

12. Discussion and action of J & K Services Estimate # 1278.

#1278 \$18,184.20 for Arsenic finish pumps.

13. Discussion and action of board taking online Ethics Training class.

14. Discussion and action of making social media sites for EPCTWID.

15. Discussion and action of disclosure agreement to engage Hilltop Securities Inc. as disclosure agent.

\$3,500.00 per year for assistance in preparation and distribution of each annual report and assistance in distribution of audited financial statements, filing reports in EMMA, and material event notice filings or \$1,500.00 per year for assistance in distribution of audited financial statements, filing with EMMA, and material even notice filings. Hilltop Securities Inc. is our current financial advisor.

16. Discussion and action of using Brown and Caldwell for final design of wastewater expansion project.

17. Discussion and action of working with Wilson & Company, Inc. for a new Office Building.

18. Discussion and action of constructing a 5-year plan for EPCTWID.

19. Discussion and action of revised On-Call/Stand by Policy.

20. Discussion and action of New Depreciation Policy.

21. 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

22. Discussion and action of selecting new board member.
23. Discussion and action of reclassification of Office Assistant and Cashier/Receptionist.
24. Management Report:
 - Water/wastewater and office projects.
 - Financial reports
25. 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.