

MINUTES OF WILLACY COUNTY DRAINAGE DISTRICT NO. 1

On January 11, 2023, the Board of Directors of Willacy County Drainage District No. 1 met at the District's office in Lyford, Texas, after having given notice thereof as provided by law, with the following person's present, to-wit:

Terry Galle, President
Melvin Gay, Secretary
Charles Chappell, Director
Paul Greenhill, District Manager
B. R. Dossett, Attorney

Glenn Wilde, Vice President
Daniel Vassberg, Director
Dan Klostermann, Director

Absent: Thomas Zdansky

Terry Galle, President called meeting to order at 11:07 a.m. and presided,

1. Minutes. The minutes of the December 14, 2022, meeting were presented. The motion was made by Daniel Vassberg and seconded by Charles Chappell that the minutes of the December 14, 2022, be approved. Following a discussion, the motion unanimously carried.
2. Public Comment Period. There was no audience. No one submitted a public comment.
3. May 6, 2023 Election. Motion made by Dan Klostermann and seconded by Charles Chappell to Order the Election for May 6, 2023 as follows:

WHEREAS, in accordance with Acts 1969, 61st Leg., Reg. Sess., ch. 10, pgs. 22-30, as amended by Acts 1971, 62nd Leg., Reg. Sess., ch. 281, pgs. 1179-1180; Acts 1983, 68th Leg., Reg. Sess., ch. 672, pgs. 4226-4227; and Acts 2005, 79th Leg., Reg. Sess., ch. 448, pgs. 1225-1227, the Texas Water Code, and the Texas Election Code, Willacy County Drainage District No. 1 shall hold an election on the first Saturday in May of each year, at which time the required number of Directors shall be elected to fill the vacancies then occurring on the Board of Directors as provided by law;

WHEREAS, such an election is necessary and should be held on May 6, 2023, in order that two (2) Directors may be elected to membership on the Board of Directors of Willacy County Drainage District No. 1 to fill the place of two (2) Directors now serving whose terms of office will expire on May 21, 2023;

WHEREAS, it is hereby determined and found that in accordance with standing order of this Board, written notice of the date, place, and subject of this meeting, including consideration of the setting of said election, was posted at the District's Office at a place convenient to the public, and posted on the District's website, for the period of time and manner as is required by law;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of Willacy County Drainage District No. 1 that:

1. A regular election for the election of two (2) Directors to serve for a term of three (3) years, each beginning May 21, 2023,

Place 6
Place 7

be and it is hereby called and ordered to be held in and for this District, in the manner prescribed by law, on the first Saturday of May, 2023, the same being May 6, 2023.

2. Said election be conducted during the hours of seven o'clock (7:00) a.m. to seven o'clock (7:00) p.m. at the office of the District at 8304 Highway 77, Lyford, Texas, a place within the District and a place which the Board, after considering the requirements of Texas Election Code § 43.031, finds to be a proper place for conducting the election.
3. For the purpose of said election, all the area included within the boundaries of this District shall constitute one (1) election precinct.
4. Said election be held at the aforesaid voting place with the use of paper ballots.
5. The election shall be conducted by the following hereby designated and qualified officers:

Presiding Judge: Gary Busse
6371 Iris Circle
Lyford, Texas 78569

Alternate Presiding Judge: Henry Anderson
P.O. Box 128
Lyford, Texas 78569

Such persons are designated only for this election. If the presiding judge is unable to serve at the election, the alternate presiding judge shall serve as the presiding judge for the election.

6. The presiding judge is authorized to appoint two (2) election clerks.
7. The presiding judge designated for said election shall also serve as the early voting ballot judge and the presiding officer of said early voting ballot board, and shall appoint no less than two (2) other duly qualified members as provided by Texas Election Code Chapter 87.
8. Early voting shall be held as provided by law and shall be conducted by the following hereby designated and qualified officers:

Clerk: Mary Helen Woods
8304 Business 77
Lyford, Texas 78569

Deputy Clerk: Erica Anderson
8263 North Park Avenue
Lyford, Texas 78569

- 8.1 The addresses the Voting Clerk may receive delivery by common or contract carrier are:

Mailing address: Early Voting Clerk
P.O. Drawer 20
Lyford, Texas 78569

Physical address: Office of Willacy County Drainage District No. 1
8304 Business 77
Lyford, Texas 78569

- 8.2 Other contract information of Voting Clerk:
Phone No: (956) 347-5164
Email address: info@willacycdd1.org

9. Early voting by personal appearance for this said election shall be held at the same location the election is to be conducted as provided above, and said place of early voting shall remain open during the hours of eight o'clock (8:00) a.m. and five o'clock (5:00) p.m., which is at least nine (9) hours on each day of the early voting period, which shall begin on April 24, 2023, and continue through May 2, 2023, on each day that is not a Saturday, Sunday, or official State holiday. Applications for ballots by mail must be received no later than April 25, 2023.

9.1 The mailing address of the Clerk to which ballot applications and ballots voted by mail may be sent is:

Early Voting Clerk
P.O. Drawer 20
Lyford, Texas 78569

9.2 The physical address of the Clerk to which ballot applications and ballots voted by mail may be delivered is:

Office of Willacy County Drainage District No. 1
8304 Business 77
Lyford, Texas 78569

9.3 A completed, scanned application for a ballot by mail containing an original signature shall be transmitted to: info@willacycdd1.org

10. Candidates shall file an application with the Secretary of the Board to have his or her name printed on the election ballot. Such application must be signed by the candidate or by at least ten (10) qualified electors of this District. The first day to file an application for place on the ballot is January 18, 2023, and must be filed no later than five o'clock (5:00) p.m. on February 17, 2023, as required by law:

10.1 The mailing address: Secretary
P.O. Drawer 20
Lyford, Texas 78569

10.2 Physical address: Office of Willacy County Drainage District No. 1
8304 Business 77
Lyford, Texas 78569

10.3 Email Address: info@willacycdd1.org

11. Applications for a place on the ballot shall be substantially in the form prescribed by the Secretary of State, AWS-20- 7/2011. Said form adapted for this District is attached.

12. The Secretary of the Board of Directors shall conduct a drawing for the order in which names of the candidates for the above-mentioned election are to be printed on the ballot, and shall post notice of the time and place of said drawing, and mail notice of the date, hour, and place of the drawing to each candidate at the address stated on the application for a place on the ballot not later than the fourth (4th) day before the drawing in accordance with the terms and provisions of Section 52.094 of the Election Code.

13. Notice be given of this election by a method as prescribed by Section 4.003(1)(B) of the Texas Election Code.

14. A Writ of Election shall be delivered as prescribed by Section 4.007, Texas Election Code to the Presiding Judge no later than March 1, 2023.
15. Notice of this election be given as prescribed by Section 85.007(c) Texas Election Code, by posting continuously for at least seventy-two (72) hours preceding the first hour that early voting is conducted in the same manner Notices of Meeting of the Board are posted.
16. It is further found and determined that notice of the date, place, and subject of this meeting was posted in accordance with the terms and provisions of Section 52.094(c) of the Election Code, and Section 551.043 of the Government Code for at least seventy-two (72) hours preceding the scheduled time of this mee

Following a discussion, the motion unanimously carried.

4. Lateral G Status Report.

4.1 County widening and improvement of 2000 feet east from U.S. Highway 77 / I-69.

- (a) 1000 feet east of Simo Road. The County has engaged Fulcrum Engineering for this segment. Drainage District engineer has reviewed and approved both engineering firms proposed project ditch drawings. Not sure at this point when it will go out for bids.
- (b) 1000 feet west of Simo Road. The County has engaged Munoz & Guzman Engineering for this segment. Drainage District engineer has reviewed and approved both engineering firms proposed project ditch drawings. Not sure at this point when it will go out for bids.

4.2. County widening and improvement of segment between FM 1018 and Hidalgo Main Drain [Joint Flood Control Project TWDB application No. 40069.]

- (a) Status report: The project seems to be ahead of schedule. The Manager and Drainage District No. 1 Engineer will meet with Hidalgo County Drainage District No. 1 and Willacy County Commissioners on February 1, 2023, to discuss the proposed plan being prepared for review.
- (b) Consider and take action on any other matters, if any, required of this District respecting the grant. No other action is required at this time.

5. Reports: Receive reports and make decisions respecting the subject of such reports including:

5.1 Manager:

- (a) Work accomplished since last meeting. Reported end of year maintenance on equipment has been completed.
- (b) Hidalgo-Willacy Joint Venture Drain – Weir No. 4 failure:
 - i. HCDD No. 1 is in the process of selecting a contractor to do the replacement of Weir No. 4
 - ii. No action necessary currently.

5.2 Attorney: All matters discussed under agenda items.

6. Financial Reports:


- 6.1 Investment Report for 4th Quarter 2022. Manager presented report. Motion made by Glenn Wilde and seconded by Melvin Gay. Following a discussion, the motion unanimously carried.
- 6.2 Receive and review financial reports December 2022. Expenditures were presented. totaling \$53,883.43 for month of December.
- 6.2 Approval of Payment of accounts for month of December 2022 and wages for January 2023. Expenditures were presented for the month of December 2022 totaling \$53,883.43 beginning with check #3217 and ending with check #3239, for month of December 2022 totaling \$53,883.43 be approved as presented. The motion was made by Charles Chappell and seconded Melvin Gay that these payments for month of December be approved:

WCDD #1 Payroll	#3239	\$ 35,000.00	Wages for January
AT&T	#3217	\$ 239.52	Telephones
Alamo Iron Works	#3218	\$ 49.17	Supplies
Alamo Lumber	#3219	\$ 137.95	Supplies
Cintas	#3220	\$ 68.06	Supplies
City of Lyford	#3221	\$ 83.06	Water/Sewer
Wells Fargo – Corporate Card	#3222	\$ 5,537.66	Office/Misc./ Supplies
Culligan	#3223	\$ 40.00	Water Dispenser Rental
Diego's Tire Service	#3224	\$ 20.00	Machine Repair
Dossett Law Office	#3225	\$ 150.00	January Retainer
Guardian	#3227	\$ 380.78	Employee Paid Insurance
Holt	#3228	\$ 239.00	Machine Repair
John Deere Financial	#3229	\$ 1,298.08	Supplies
Johnny's True Value	#3230	\$ 137.20	Machine Repair
O'Reilly's	#3231	\$ 350.85	Supplies
Reliant	#3233	\$ 313.70	Electricity
SANTCANT Services	#3232	\$ 300.00	Website IT Maintenance & Retainer
T&W Tire	#3235	\$ 3940.88	Supplies
U.S Postal Service	#3234	\$ 108.00	PO Drawer
VTX Telecom, LLC	#3236	\$ 178.78	Phone & Internet
Willacy County	#3237	\$ 4,985.68	Health Insurance
Xerox	#3238	\$ 316.89	Copier Rent
		\$ 53,883.43	

Following a discussion, the motion unanimously carried.

7. Take up such other matters as may properly be brought before the Board. No other matters were brought before the board.

Adjournment. There being no other business, the meeting was adjourned at 11:25 a.m.


Terry Galle, President


Melvin Gay, Secretary