

MINUTES OF WILLACY COUNTY DRAINAGE DISTRICT NO. 1

A meeting of the Board of Directors of Willacy County Drainage District No. 1 convened on September 10, 2025, at the District's office in Lyford, Texas, pursuant to notice duly given as required by law. Present were:

Terry Galle, President
Glenn Wilde, Vice President
Melvin Gay, Secretary
Charles Chappell, Director
Dan Klostermann, Director
Daniel Vassberg, Director
Thomas Zdansky, Director

Paul Greenhill, District Manager
Erika Anderson, Assistant Manager
B. R. Dossett, Attorney

Directors Absent: None

President Galle called the meeting to order at 10:30 a.m. and presided.

1. Minutes. The minutes of the August 27, 2025 meeting were presented. The motion was made by Charles Chappell and seconded by Melvin Gay to approve the minutes of the August 27, 2025 meeting. Following a discussion, the motion unanimously carried.
2. Public Comment Period. No one appeared. No comments were submitted by email or fax.
3. License Agreement: Bay Runner Pipeline LLC. Attorney Dossett reported that the License Agreement for natural gas pipeline crossings has not been finalized
4. Willacy Main Drain: Union Pacific Railroad declaration of emergency and demand that District replace the crossing pursuant to 1986 agreement. Union Pacific has not yet presented:
 - a. the plans for the replacement crossing structure
 - b. a cost estimate.No action.
5. Projects: Lateral G-Willacy County widening and improvements between Hidalgo-Willacy Joint Venture Drain and Business 77 (Grants awarded to Willacy County). County Commissioner Ernie Garcia (Pct.4) appeared and discussed the project:
 - 5.1 1000 feet west from Simo Road (FEMA Grant).
 - (a) Status Report. FEMA has not yet approved the plans.
 - (b) Matters requiring Board action. None.
 - 5.2 Remainder of Project/Joint Flood Control Project TWDB No. 40069 (TWDB Grant).
 - (a) Status Report. There has been no change in status since the last meeting. TWCA is questioning whether the County can contract with Hidalgo

Drainage District No. 1 pursuant to an interlocal cooperation contract instead of advertising for bids and contracting with a prime contractor.

(b) Matters requiring Board action. None.

6. Projects: Master Drainage Plan-USDA Grant.

6.1 Status Report. Engineer Isaac Huacuja appeared and reported that the USDA still has not authorized the funding of the grant.

6.2 Matters requiring Board action. None.

7. Projects: Equipment Shed No. 2 (north)-Status Report. The contractor anticipates that the project will be completed tomorrow.

8. Reports. Receive reports and make decisions regarding the subject of such reports:

8.1 Manager:

(a) Work accomplished since the last Board meeting. Report presented.

(b) Hidalgo-Willacy Joint Venture Drain-Amendment of operation procedures for Panchita Structure. Manager Greenhill discussed his proposals to amend the operation procedures for the Panchita Structure. He noted that flow rate and other data would be needed to justify any changes to the operation procedures. Engineer Isaac Huacuja of Garver Engineering presented a Scope of Services proposal for Panchita Structure Flowrate and Hidalgo Main Floodway Channel Drainage Study, Garver Project No. W21-2300416.1. A general discussion of the proposal followed. No action was taken since the engagement of an engineer for this specific project was not on the agenda.

(c) Hidalgo Willacy Joint Venture Drain-status report on additional outlet. No discussion. No action.

(d) Equipment: Purchase of an O-Radius mower. Manager Greenhill recommended that the District purchase one Kubota ZD 1211-3-60 O-Radius mower at a cost of \$18,571.79 and presented Buy Board Quote No. 2909018. The machine is in stock and ready for delivery. A discussion followed. The Board was of the opinion that the machine should be purchased and the Buy Board Quote should be accepted, but no action was taken because the matter was not on the agenda. The Board directed Manager Greenhill to either schedule a Special Meeting of the Board listing the purchase of the O-Radius mower as an action item or wait to put the purchase on the agenda for the next regular Board meeting.

8.2 Attorney. All matters discussed under other agenda items.

9. Financial

9.1 Financial Report for the month of August 2025. Presented and discussed.

9.2 Payment of Accounts (M & O Account). The motion was made by Thmas Zdansky and seconded by Glenn Wilde that payment of these accounts be approved:

Payroll/Monthly Wages	Transfer to Payroll Acct.	ET	\$40,000.00
AT&T Mobile	Telephones	ACH	\$552.75
Corporate Card, Wells Fargo/Mastercard	Office/Operating/Misc.	ACH	\$1,003.88
Culligan	Water Dispenser Rental	ACH	\$40.00
Reliant Energy	Electricity-Utilities	ACH	\$422.77
VTX	Internet & Phone	ACH	\$183.80
Santcant IT Domain Renewal	Computer Consultant	ACH	\$42.10
Gerber Life Ins.-Manager, Qtr. premium	Insurance	ACH	\$992.75
Pitney Bowes Leasing-Postage meter/Quarterly	Postage	ACH	\$63.48
DeWitt Ind.2nd & 3 rd draws, Shed #2	Capital Expense	3870	\$65,000.00
Willacy Co. Appraisal Dist-Qtr Allocation	Appraisal Dist	3871	\$10,253.89
Taylor G. Hasson	Housekeeping	3872	\$280.00
Guardian Insurance-Otr. Employee.	Insurance	3873	\$1,495.23
Guardian Insurance-Employee Paid Ins.	Insurance	3874	\$249.32
Willacy Co. Treasurer's Office-Health Ins.	Insurance	3875	\$4,226.14
Dossett Law Office-Retainer	Legal	3876	\$150.00
Xerox Financial-Copier/Printer Lease	Office Supplies	3877	\$266.25
City of Lyford-Water/Sewer	Utilities	3878	\$64.20
AIM Media-Notice of Tax Hearing	Advertisement	3879	\$294.00
Hidalgo DD#1	Ditch Maintenance	3880	\$6,412.72
Holt	Equipment Maintenance	3881	\$3,889.34
Interstate Billing Service-Service Calls	Equipment Maintenance	3882	\$3,057.94
John Deere Financial	Equipment Maintenance	3883	\$235.28
Paul Greenhill-reimbursement	Meeting Expense	3884	\$170.14
Alamo Lumber-batteries & keys	Operating Supplies	3885	\$509.71
Linde Gas & Equipment, Inc.	Ditch Maintenance	3886	\$292.60
Oil Patch Fuel & Supply	Operating Supplies	3887	\$267.59
Willacy CO-OP	Operating Supplies	3888	<u>\$1,911.88</u>
Total			\$142,327.76

Following a discussion, the motion unanimously carried.

10. Manager:

10.1(a) Executive session pursuant to Section 551.074 of the Texas Government Code to deliberate the appointment, employment, and evaluation of Assistant Manager Erika Anderson, and wages.

President Galle announced that the open meeting would be recessed and that the Board would convene in a closed meeting pursuant to Section 551.074 of Texas Government Code to deliberate the appointment, employment, and evaluation of Assistant Manager Erika Anderson, and wages, whereupon the open meeting was recessed. Erika Anderson and Paul Greenhill were excluded from the closed session. During the course of the closed session,

each was called, separately, to provide input and then again excluded from the closed session.

- 10.2(b) Reconvene in open session and take action on employment contract for Erika Anderson effective October 1, 2025.

At 1:46 p.m., the Board reconvened in open session. There was no change in the Board members in attendance. It was noted that at the June 25, 2025 meeting Erika Anderson had been employed as assistant General Manager for a 90 day probationary-training period, with the anticipation that at the end of the 90 day period she would become the Manager of the District. The motion was made by Thomas Zdansky and seconded by Charles Chappell, that Erika Anderson not be employed as the General Manager of the District, that her employment as Assistant Manager be immediately terminated, and, unless she elects otherwise, she can resume her employment with the District in the same capacity as prior to becoming Assistant Manager. Following a discussion, the motion unanimously carried.


- 10.1(b) Executive session pursuant to Section 551.074 of the Texas Government Code to deliberate the appointment, employment, and evaluation of Paul Greenhill for the period of October 1, 2025 to December 31, 2025, and wages. No executive session was held since Paul Greenhill will continue as General Manager.

- 10.2(b) Deliberate the appointment, employment, and evaluation of Paul Greenhill for the period of October 1 to December 31, 2025, and wages. No action necessary since Paul Greenhill will continue as General Manager. Paul Greenhill announced he will continue as General Manager as long as necessary to train his successor, even if that takes beyond December 31, but that he would prefer to retire on December 31, 2025.

- 10.3 Manager Authority. Consider and take action on authority of Manager effective October 1, 2025. No action. It was noted that had Erika Anderson been employed as the District's General Manager, her employment would have been effective October 1, 2025, instead of September 25, 2025, in order to conform to the District's pay period.

11. Take up such other matters as may properly be brought before the Board. None.
12. Adjournment. There being no other business, the meeting was adjourned at 2:05 p.m.


Terry Galle, President


Melvin Gay, Secretary