



Port O'Connor Improvement District

P.O. Box 375

Port O'Connor, Texas 77982

MEETING MINUTES

Tuesday July 21, 2020 6:00 p.m.

Regular Board Meeting

The Board of Directors of the Port O'Connor Improvement District held a Regular Board Meeting on **Tuesday July 21, 2020 at 6:00 p.m.** at the District Office, 39 Denman Drive, Port O'Connor, Texas.

A. CALL TO ORDER

President present: Erny McDonough called a quorum at 6:01 pm

Director present: Danny McGuire, Maria Denney, Mike Clifton and Erny McDonough

Others present: Oscar Pena, Evangelina Trevino, Kim Stafford and Philip Givens

Director Absent: David Randolph

Donna Grafe-Tucker on phone.

B. PUBLIC COMMENT WELCOME

C. ITEMS FOR CONSIDERATION AND TAKE APPROPRIATE ACTION IF NEEDED:

1. Avik Bonnerjee: Registered Texas Assessor/Collector Report
No Action: Reviewed Sales Tax Report
2. District Engineer Contract with John D. Mercer & Associates including renewing, amending, or modifying
No Action
3. Amendments No.2 contract between District and engineer for Denman Road elevated storage tank and Amendment No.3 the rehabilitation of the 16th Street elevated water storage tank.
No Action
4. Itemized or perimeter base for insurance purpose
No Action
5. Establish a tampering fee in the District Rules and Regulations
Motion to amend the rules and regulations per the terms of the proposed order and
Authorize execution of the order
First: Danny McGuire
Second: Mike Clifton
Vote 4-0
6. Amend District Rules and Regulations regarding compulsory use of the District water system
Motion to amend the rules and regulations per the terms of the proposed order and
Authorize execution of the order

First: Danny McGuire

Second: Mike Clifton

Vote 4-0

7. 2020-21 Fiscal Year Budget

Tabled

8. Acquisition of easements, rights-of-way and well site procurement for future water production

Motion to authorize attorney to withdraw offer for the Cordele Property Lease.

Frist: Danny McGuire

Second: Mike Clifton

Vote 4-0

9. GBRA Work plan Budget/Fy 2021 Rate Notification

No Action; For Review

10. Board of Directors meeting date

Motion to Change the Regular Board meeting dates to the 2nd Thursday of the month @ 1 p.m.

First: Danny McGuire

Second: Mike Clifton

Vote 4-0

11. Continuing disclosure contracts and proposals

Tabled

12. Real Estate Transaction contract for future water supply well site

Motion to Approve the Barthelme Real Estate Contract and authorize Board President to sign.

First: Danny McGuire

Second: Mike Clifton

Vote 4-0

13. R/O discharge easement

Tabled. Philip Givens will get with John Mercer on R/O discharge easement

14. District dumpster transition from Waste Management to Republic

Tabled For further Review by the attorney

15. Amend Hardship Policy

Motion to void the Hardship Policy.

First: Danny McGuire

Second: Mike Clifton

Vote 4-0

16. Instituting an illegal connection fine

Tabled

17. GBRA contract negotiations

Motion to: Authorize Walker Keeling to begin contract negotiations with GBRA

First: Danny McGuire

Second: Mike Clifton

Vote 4-0

18. POCID Water Improvements Project Cultural Resource Investigation

Motion to authorize Board President to sign POCID Water Improvements Project Cultural Resource Investigation

First: Danny McGuire

Second: Mike Clifton

Vote 4-0

19. To authorize the office manager to refund a customer their water and sewer tap fees.

Motion to authorize the office manager to refund a customer their water and sewer tap fees.

First: Danny McGuire

Second: Mike Clifton

Vote 4-0

20. 2020 Directors Election, including:

- A. Approve contract for election services with Calhoun County;
- B. Adopt Order Calling Directors Election
- C. Authorize Notice of Election; and
- D. Authorize posting of early voting roster.

Tabled

SPANISH TRANSLATIONS:

Elección de Directores de 2020, incluyendo:

- A. Aprobar el contrato de servicios electorales con el Condado de Calhoun;
- B. Adoptar una Orden Para Convocar una Elección de Directores ;
- C. Autorizar el Aviso de Elección; y
- D. Autorizar la publicación de la lista de votación anticipada.

Tabled

D. CONSENT AGENDA:

1. APPROVAL OF MINUTES

- A. June 16, 2020 Regular Board Meeting
- B. July 8, 2020 Special Budget Workshop Meeting Minutes

Motion to approve Minutes from June 16, 2020 and July 8, 2020.

First: Danny McGuire

Second: Maria Denney

Vote 4-0

2. APPROVAL OF PAYABLES

- A. Port O'Connor Improvement District – Municipal Accounts & Consulting, LP,
Bookkeeper Report

**Motion to approve Port O'Connor Improvement District – Municipal Accounts
& Consulting, LP, Bookkeeper Report**

First: Danny McGuire

Second: Maria Denney

Vote 4-0

3. Report of General Manager, Phillip Givens

- A. TWDB Application
- B. Strategic Management Plan
 - 1. Infrastructure Stability (Asset Management Plan)
 - 2. Stakeholder Support (Communications Plan)
 - 3. Operational Resiliency (AWIA 2018)
 - 4. Leadership & Staff Development
- C. Operating Policies
 - 1. Personnel Policy
- D. Water Conversation Plan
- E. Emergency Response Plan

4. Report of District Manager, Oscar Pena

- A. District Status
- B. Work in Progress
- C. Water Production Report
- D. Administrative
- E. Purchases

Gave District Manager authorization to do as he saw fit with spoils of dirt in back of water plant.

5. Report of District Engineer, John Mercer

- A. TWDB Project 21750 Update
- B. Status of TCEQ Bond Projects.
- C. Status of TWDB Bond Projects.

John Mercer was not present to give his report.

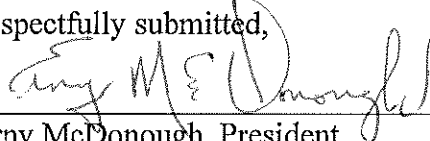
E. ****EXECUTIVE SESSION****

None

F. ITEMS FROM BOARD MEMBERS (Note: Board members may request specific factual information, recitation of existing policy, or placement of items on the Agenda for discussion at a later meeting.)

G. ADJOURN 8:19 p.m.

Respectfully submitted,


Erny McDonough, President


Maria Denney, Secretary

Signed this 13th day of August, 2020.

These minutes were approved on August 13th, 2020.