

**PORT O'CONNOR IMPROVEMENT DISTRICT**  
**P.O. BOX 375**  
**PORT O'CONNOR, TX 77982**

Pursuant to notice duly posted on June 19, 2017, a **REGULAR** meeting of the Port O'Connor Improvement District was called to order on Thursday, June 22, 2017 at 6:30 p.m. in the District's office located at 39 Denman Drive, Port O'Connor, Texas.

**CALL TO ORDER**

President Leon Brown called the meeting to order and established that a quorum was present and welcomed everyone.

**DIRECTORS PRESENT:** Nathan O'Neill, Bobby Raybon, Marshall Bradford, Leon Brown and James Martin

**DIRECTORS ABSENT:** None

**ALSO PRESENT:** Dottie Palumbo, Bojorquez Law Firm  
Chad Sillers, USW Utility Group  
Corey Bostick, USW Utility Group  
Kim Stafford, USW Utility Group  
Don Rauschuber PE, DGRA, Inc Engineer

**MEMBERS OF THE PUBLIC PRESENT:**

Terry Ruddick (Urban Surveying) and Avik Bonnerjee (B&A Municipal Tax Service, LLC)

**PUBLIC COMMENT:**

None

**A. APPROVAL OF MINUTES:**

1. Minutes of Special Meeting May 8, 2017
2. Minutes of Regular Meeting May 18, 2017
3. Minutes of Special Meeting May 30, 2017
4. Minutes of Special Meeting June 8, 2017

**MOTION:** Marshall Bradford

**SECOND:** Bobby Raybon

To accept the Minutes listed above.

Motion approved: 5-0

**B. APPROVAL OF PAYABLES:**

1. Port O'Connor Improvement District
2. Defined Area No. 1
3. Reimburse LaSalle for credit cards payments

**MOTION:** Marshall Bradford

**SECOND:** James Martin

To accept the payables listed above with the credit from BJORQUEZ Law Firm

Motion approved: 5-0

### **REPORTS AND RELATED ITEMS FOR CONSIDERATION.**

#### **DISTRICT STATUS:**

Corey Bostick presented the Project Managers report. Report on file in District office.

#### **REPORT OF ENGINEERS**

Don Rauschuber PE presented an Engineer's Report. Report on file in District office.

### **ITEMS FOR CONSIDERATION**

1. Review Replat for Blk 95 Lts 1 & 2 changing orientation of lots

**MOTION:** Marshall Bradford

**SECOND:** James Martin

To approve the Replat for Blk 95 Lts 1 & 2 changing orientation of lots

Motion Approved: 5-0

2. Review preliminary & final plats for the Three Palms Subdivision

Tabled

3. Review Amended Plat of the Matagorda Bayview Subdivision

**MOTION:** James Martin

**SECOND:** Marshall Bradford

To approve the Amended Plat of the Matagorda Bayview Subdivision

Motion Approved: 5-0

4. Sales Tax Audit Report

Presentation, No action taken

5. Review Qualification Statements received in response to Request for Qualifications for Engineering Services for District Engineer & completion of Texas Water Development Board Project 21750, award contract for engineering services & authorize negotiation of contract terms with selected engineer. Approve Pay Request 9 from Lester Contracting for TWDB project

**MOTION:** Marshall Bradford

**SECOND:** Bobby Raybon

The RFQ's from CPY Engineering and Mercer Engineering were opened and motion for the Board to review responses to RFQs and bring recommendations back to the next meeting.

Motion Approved: 5-0

6. Review billing and work order software proposals and authorize purchase

**MOTION:** Nathan O'Neill

**SECOND:** Bobby Raybon

To approve US Water to have software companies to give a presentation and proposal and set up a special meeting.

Motion Approved: 3-0

7. Opening of sealed bids for the Ford F-150 2011 Truck, award bid and authorize President to sign any necessary documents

**MOTION:** Nathan O'Neill

**SECOND:** Bobby Raybon

To accept the offer for \$300 from Seadrift Motor Company for the 2011 F-150.

Motion Approved: 3-0

8. Review report from World Wide Power on transfer switch and approve World Wide Power to repair ATS control board

**MOTION:** Nathan O'Neill

**SECOND:** Bobby Raybon

To approve World Wide Powers to provide warranty & install ATS control board that doesn't exceed \$2341.95 and provide warranty to receive payment.

Motion Approved: 3-0

9. Review estimates for water tank inspections.

a. Water Technologies / Cost \$1,325.00

b. Preventive Services / Cost \$2,045.00

c. U.S. Underwater Services / Cost \$2,396.00

**MOTION:** Nathan O'Neill

**SECOND:** Bobby Raybon

To have Water Technologies inspect the tank and exclude the hydro pressure tank for the amount of \$1275.

Motion Approved: 3-0

10. Review and sign work Authorizations to approve additional PIA service charges

**MOTION:** Nathan O'Neill

**SECOND:** Bobby Raybon

To approve work authorizations #4310-4 & #4310-3 for \$611.56.  
Motion Approved: 3-0

11. Review quotes to replace 16" sluice valve for wastewater treatment plant.
  - a. Ferguson / Cost \$3089.67 valve only
  - b. Peeco / Cost \$3475.00 Installation, valve, & warranty

**MOTION:** Nathan O'Neill

**SECOND:** Bobby Raybon

To approve Peeco to replace 16" sluice valve for wastewater treatment plant for \$3475.00.

Motion Approved: 3-0

12. Review quotes for soft start motor controllers and authorize the purchase of two controllers

**MOTION:** Bobby Raybon

**SECOND:** Nathan O'Neill

To approve purchase of 2 soft starts motor controllers from Reynolds for \$2101.66.

Motion Approved: 3-0

**EXECUTIVE SESSION** – The Board convened into Executive Session at 8:15 p.m.

The Port O'Connor Improvement District may consider in Executive Session any of the identified items posted on the agenda pursuant to the following exceptions:

Texas Government Code Ann. § 551.071: Consultation with Attorney

Texas Government Code Ann. § 551.072: Real Property

Texas Government Code Ann. § 551.074: Personnel Matters

Consultation with General Counsel pursuant to Texas Government Code Section 551.071, Consultation with Attorney, on pending or contemplated litigation; or a settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Texas Government Code Chapter 551 for the purpose of receiving legal advice concerning status of pending projects, including but not limited to:

- a. Wastewater treatment plant aeration blower purchase agreement and warranty claim
- b. Construction and inspection concerns on TWDB Project No. 21750
- c. Construction Agreement with Lester Contracting, Inc
- d. Pending projects, including but not limited to Defined Area 1, LaSalle Water Control and Improvement District No. 1A, Public Information Act requests.

d. Pending projects, including but not limited to Defined Area 1, LaSalle Water Control and Improvement District No. 1A, Public Information Act requests.

Board reconvened into open session at 8:42 p.m. No action was taken in Executive Session

#### **ACTION AS A RESULT OF EXECUTIVE SESSION**

Motion by Marshall Bradford and Second by Nathan O'Neill to authorize General Counsel, Interim Engineer, President Brown and Vice President Bradford to meet with Lester Contracting, Inc. to address construction and inspection concerns on TWDB 21750.

Motion Approved. 5-0

**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.)

There was discussion about the PIA request. Nathan O'Neill wanted to request that we look into electronic signatures to sign checks. Dottie informed the board that Code Red did receive our termination letter.

#### **ADJOURNMENT**

**MOTION:** Nathan O'Neill

**SECOND:** Bobby Raybon

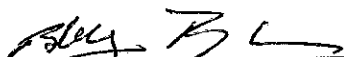
To adjourn the meeting.

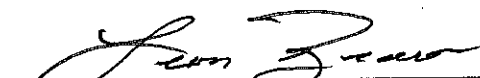
Motion Approved: 5-0

The meeting adjourned at 8:49 p.m.

Minutes APPROVED by the Board of Directors on the \_\_\_\_\_ day of August, 2017.

ATTEST:

  
Bobby Raybon, Secretary

  
President, Leon Brown