

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

Pursuant to notice duly posted on June 22, 2015, a **SPECIAL** meeting of the Port O'Connor Improvement District was called to order on Thursday, June 25, 2015, at 7:00 p.m. in the District's office located at 39 Denman Drive, Port O'Connor, Texas.

CALL TO ORDER

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

DIRECTORS PRESENT: Allen Junek, Joe Newsome, Bryan Redding, and Marshall Bradford

DIRECTORS ABSENT: Leon Brown

ALSO PRESENT: Donna Grafe-Tucker, General Counsel
Victor Leach, District Manager
Kelli Schmidt, District Personnel

MEMBERS OF THE PUBLIC PRESENT:

Donna Thomas	Dennis Thomas
Susan Raybon	Bobby Raybon
Kayla Meyer	

PUBLIC COMMENTS

None

ITEMS FOR CONSIDERATION

1. BUDGET ISSUES, INCLUDING DEBT SERVICE, PAYROLL, AND CAPITAL IMPROVEMENTS (AJ)

Victor Leach presented discussion on capital improvement projects and funding, small line extensions, and flush valves. There was discussion among board members regarding the budget. The Jackson Street line segment was left out of the Master Plan, which will be placed on the next Regular meeting Agenda for approval. There was discussion among board members regarding bids and addressing the TCEQ violations first and the funds available to go ahead and start the projects. The TWDB money will be used to do main line upgrades. Victor Leach stated his goal is to have the district back in compliance within 12-15 months. Victor Leach presented discussion on the budget and payroll. The 2016 budget will be adjusted for payroll.
No action taken.

2. EMPLOYEE EVALUATIONS, SALARIES, AND PERSONNEL ISSUES (AJ)

Victor Leach presented documentation on proposed raises. Victor Leach will evaluate current employees and hold off on hiring at this time and will advance current employees if they comply with current positions. There was discussion among board members regarding a range for each position, cost of living, merit adjustments, titles, and evaluations.

MOTION: Joe Newsome

SECOND: Brian Redding

To accept the proposed salary ranges and titles for the positions offered by the District and to amend the entry level salary range to \$15.00 an hour.

Motion Approved: 3-1

Abstained: Marshall Bradford

3. DEPOSITORY PROPOSAL REQUESTS (KS)

MOTION: Joe Newsome

SECOND: Brian Redding

To request depository proposals from First National Bank, Wells Fargo, and Capital One.

Motion Approved: 4-0

4. HIRING AND UTILIZING SUBCONTRACTORS TO EXPEDITE COMPLETION OF DEADEND FLUSH VALVES (VL)

Victor Leach presented discussion on proposals received from 2 subcontractors to move forward with line extensions. If the subcontractors go over 8 – 10 hours a day, the District will not be charged overtime. The District will locate the lines and valves for the subcontractors.

MOTION: Joe Newsome

SECOND: Brian Redding

To move forward with hiring subcontractors to expedite completion of the dead-end flush valves and line extensions with a range of a 4 man crew for \$130.00 - \$154.00 per hour and a 3 man crew for \$110.00 - \$123.00 per hour.

Motion Approved: 3-1

Abstained: Marshall Bradford

5. OPEN RECORDS REQUEST POLICIES (AJ)

Allen Junek presented discussion on open records requests and would like to implement a policy to charge for copies. He expressed his concerns on the amount budgeted for requests and the amount of time being spent and copies being made by the District. He would like for the District

to charge for copies being made for both the public and directors; the District should not impede public information and follow the Attorney General's requirements. This item is to be placed on the next Regular meeting Agenda.

MOTION: Joe Newsome

SECOND: Brian Redding

For Kelli Schmidt to provide price guidelines and for the District to consider hiring someone just for open records requests.

Motion Approved: 3-1

Abstained: Marshall Bradford

6. DISCUSS ACCESS TO DISTRICT FACILITIES (AJ)

Allen Junek presented discussion on the locks being changed and security issues. There was discussion on rekeying the District locks that were removed and that no board member should have a key to the District office. Victor Leach presented discussion on quotes for rekeying, alarm system, cameras, and motion sensors. This item is to be placed on the next Regular meeting Agenda.

MOTION: Joe Newsome

SECOND: Brian Redding

For Marshall Bradford to return the District locks to the District office and Victor Leach to get a quote on rekeying the District locks and move forward with additional bids.

Motion Approved: 4-0

EXECUTIVE SESSION

There was no Executive Session.

ITEMS FROM BOARD MEMBERS

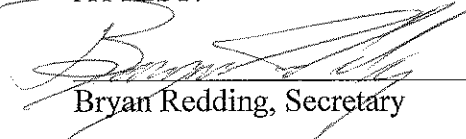
No items were presented.

ADJOURNMENT

The meeting adjourned at 8:36 p.m.

Minutes APPROVED by the Board of Directors on the 9th day of July, 2015.

ATTEST:


Bryan Redding, Secretary
Allen Junek, President