

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

Pursuant to notice duly posted on November 9, 2015, a Regular meeting of the Port O'Connor Improvement District was called to order on Thursday, November 12, 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 Juneke called the meeting to order and established that a quorum was present and welcomed everyone.

DIRECTORS PRESENT: Allen Juneke, Joe Newsome, Bryan Redding, Leon Brown and Marshall Bradford

DIRECTORS ABSENT: None

ALSO PRESENT: Victor Leach, District Manager
Donna Grafe-Tucker, General Counsel
Jody Weaver, G&W Engineers
Matt Froehlich, Brown & Gay Engineers
Kelli Schmidt, District Personnel

MEMBERS OF THE PUBLIC PRESENT:

| | |
|----------------|--------------|
| Dennis Thomas | Donna Thomas |
| Marilyn Miller | Bobby Raybon |
| Susan Raybon | Larry Weaver |
| Kayla Meyer | |

PUBLIC COMMENTS:

Susan Raybon addressed the Board.
Bobby Raybon addressed the Board.

APPROVAL OF MINUTES:

Minutes of Regular Meeting October 8, 2015

MOTION: Bryan Redding

SECOND: Joe Newsome

To accept the minutes from the October 8, 2015 Regular meeting.

Motion approved: 5-0

APPROVAL OF MINUTES:

Minutes of Special Meeting October 22, 2015

MOTION: Bryan Redding

SECOND: Joe Newsome

To accept the minutes from the October 22, 2015 Special meeting.

Motion approved: 4-1

Abstained: Leon Brown

APPROVAL OF PAYABLES:

There was discussion among the Board regarding a reimbursable charge on the G&W Engineer Invoice and the Imagination Monkey Invoice.

MOTION: Marshall Bradford

SECOND: Leon Brown

Not to approve the payables until more information is received on Imagination Monkey.

Motion Failed: 2-3

Opposed: Joe Newsome, Brian Redding, Allen Juneck

MOTION: Joe Newsome

SECOND: Bryan Redding

To approve the payables.

Motion Approved: 3-2

Opposed: Leon Brown and Marshall Bradford

REPORTS AND RELATED ITEMS FOR CONSIDERATION

DISTRICT STATUS

Victor Leach presented the District Manager Report and updated the Board on the district status, work in progress, water production report, coliform samples, wastewater treatment plant summary, and effluent monitoring samples. There was discussion among the Board regarding AirVac preventative maintenance.

REPORT OF G&W ENGINEERS

Jody Weaver with G&W Engineers presented the District Engineer's Report and updated the Board on the water supply status, wastewater system status, Jackson Street, Foisy, Druscilla, Scarlett, Cassie & Joy Street Improvements, status of easements in progress, RV park infrastructure development plan reviews, and small utility extension project – Fisherman's Choice RV Park, TCEQ response letter, status of corrective action plan, RFP for management company, and capacity of Well No. 2. Victor Leach advised the Board that there has been a request for a water line extension on Druscilla for additional connections. The water line extension will be placed on the next meeting Agenda.

REPORT OF BROWN & GAY ENGINEERS

Matt Froehlich with Brown & Gay Engineers presented the District Progress Reports and updated the Board on the RO system plans, water distribution upgrades, chloramines disinfection

and windstorm certification. He presented additional storm shutter proposals for the chemical buildings. There was discussion among the Board and the proposals will be considered at the next meeting.

ITEMS FOR CONSIDERATION

1. RATIFICATION OF TRUCK PURCHASE

MOTION: Leon Brown

SECOND: Bryan Redding

To ratify the purchase of the truck from Atzenhoffer Chevrolet as approved at the October 26, 2015 board meeting and the execution of all documents necessary to complete the transaction executed by Allen Junek in his capacity as President.

Motion Approved: 4-1

Opposed: Marshall Bradford

2. CONSIDER CONTRACTING WITH BROWN & GAY ENGINEERS TO PREPARE A HARDY-CROSS COMPUTER MODEL OF THE POCID WATER SYSTEM FOR ANALYZING PIPE FLOW AND PRESSURE LOSS

Matt Froehlich with Brown & Gay Engineers presented a proposal for preparation of a water system model for Port O'Connor. Field testing consisting of flow and pressure tests would be performed prior to building the model. A technical memorandum and tables summarizing the findings will be presented. The proposal includes the existing system and the proposed Master Plan distribution upgrades. The Board requested a proposal only on the existing system without the upgrades.

MOTION: Leon Brown

SECOND: Bryan Redding

To table this item until Brown & Gay prepares a separate proposal on a Hardy-Cross Model on the existing system without the proposed upgrades.

Motion Approved: 5-0

3. HIRE NEW EMPLOYEES/CONTRACT FOR PERSONNEL SERVICES

Allen Junek presented discussion on the importance of allowing the District Manager to fill vacant positions as needed according to the rates and positions put in place by the Board and to utilize licensed personnel from Seadrift according to the current Interlocal Agreement. There was discussion among the Board regarding benefits and hiring employees as temporary until the Board approves the hire. There was discussion among the Board regarding hiring and firing procedures. Allen Junek requested Board approval to contact the Mayor in Seadrift regarding the existing Interlocal Agreement.

MOTION: Joe Newsome

SECOND: Bryan Redding

To allow the District Manager to resume the position of hiring employees without Board approval for the vacant positions put in place by the Board.

Motion Approved: 5-0

MOTION: Leon Brown

SECOND: Brian Redding

To allow Allen Junek to contact the Mayor and/or his representative in Seadrift and inquire on the validity of the existing Interlocal Agreement and to bring the information back to the next Board of Directors meeting and report to the Board the status of the contract and if any issues or renewals need to be addressed by the Board.

Motion Approved: 5-0

4. UPDATE ON PUC RATE STUDY

Allen Junek updated the Board on the PUC rate study request. Phillip Givens with Superior Management was appointed to conduct the rate study. PUC will also conduct Reserve Accounts and Board/Council training. No action taken.

5. GENERAL COUNSEL PROPOSALS

General Counsel proposals were presented for Board consideration. There was discussion among the Board to consider a presentation once the materials are reviewed.

MOTION: Leon Brown

SECOND: Bryan Redding

To table this item until the next available board meeting.

Motion Approved: 5-0

6. PROPOSAL FROM FELDMAN & FELDMAN FOR SPECIAL COUNSEL SERVICES

Donna Grafe-Tucker presented discussion and a Resume from David M. Feldman. There was discussion among the Board to consider hiring Feldman as an arbitrator for situations that could arise among the Board of Directors. An informal proposal was submitted to General Counsel. The proposal included options of a monthly retainer rate or government rate on an as needed basis. There was discussion that General Counsel would submit the issue to Feldman for a decision. General Counsel will request a formal proposal from Feldman.

MOTION: Leon Brown

SECOND: Marshall Bradford

To table the proposal from David Feldman until a Special Meeting or on or before the regular scheduled meeting in December.

Motion Approved: 5-0

7. CONSIDER APPROVAL OF INFRASTRUCTURE DEVELOPMENT PLAN FOR REDFISH FLATS RV PARK AT THE CORNER ON STEVE STREET AND ADAMS AVENUE

Jody Weaver presented discussion on the development plan. Jody Weaver has reviewed the plan. The County Commissioner plans to approve the plan with minor revisions to the drainage in the county right-of-way. Jody Weaver recommends that the plan be approved contingent upon the developer's response to the reply letter given by Jody Weaver and the Commissioner's Court approval.

MOTION: Bryan Redding

SECOND: Joe Newsome

To accept the infrastructure development plan for Redfish Flats RV Park.

Motion Approved: 5-0

8. CONSIDER APPROVAL OF INFRASTRUCTURE DEVELOPMENT PLAN FOR GAETJEN RV PARK AT THE CORNER OF 4TH STREET AND ADAMS AVENUE

Jody Weaver presented discussion on the development plan. Jody Weaver has reviewed the plan. Commissioner's Court approved this plan. No right-of-way revisions need to be made. Jody Weaver submitted a response letter to the developer. This block does not have an alleyway. An easement will need to be obtained from the adjoining property owner to have access to the District sewer line.

MOTION: Bryan Redding

SECOND: Joe Newsome

To accept the infrastructure development plan for Gaetjen RV Park.

Motion Approved: 5-0

RULES, REGULATIONS AND POLICY STATEMENTS

No action was taken. This item was passed.

EXECUTIVE SESSION.

There was no executive session.

ITEMS FROM BOARD MEMBERS

No items were presented.

ADJOURNMENT

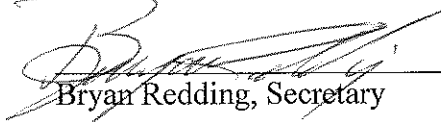
MOTION: Leon Brown

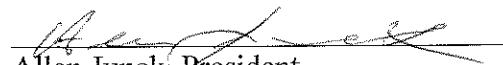
SECOND: Bryan Redding
To adjourn the meeting.

The meeting adjourned at 9:10 p.m.

Minutes APPROVED by the Board of Directors on the 10 day of December, 2015.

ATTEST:


Bryan Redding, Secretary


Allen Juneke, President