

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

Pursuant to notice duly posted on October 5, 2015, a Regular meeting of the Port O'Connor Improvement District was called to order on Thursday, October 8, 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 and established that a quorum was present and welcomed everyone.

DIRECTORS PRESENT: Allen Junek, 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

MEMBERS OF THE PUBLIC PRESENT:

Bobby Raybon
Susan Raybon

PUBLIC COMMENTS:

None

APPROVAL OF MINUTES:

Minutes of Regular Meeting September 10, 2015

MOTION: Joe Newsome

SECOND: Bryan Redding

To accept the minutes from the September 10, 2015 Regular meeting.

Motion approved: 5-0

APPROVAL OF MINUTES:

Minutes of Special Meeting September 23, 2015

MOTION: Joe Newsome

SECOND: Bryan Redding

To accept the minutes from the September 23, 2015 Special meeting.

Motion approved: 5-0

APPROVAL OF MINUTES:

Minutes of Special Meeting September 28, 2015

MOTION: Bryan Redding

SECOND: Joe Newsome

To accept the minutes from the September 28, 2015 Special meeting.

Motion approved: 5-0

APPROVAL OF PAYABLES:

MOTION: Joe Newsome

SECOND: Leon Brown

To approve the payables.

Motion Approved: 5-0

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 reports, coliform samples, wastewater treatment plant summary, and effluent monitoring samples. There was discussion regarding a network flow analysis and backflow inspections.

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, daily flow from GBRA, Jackson Street, Foisy, Druscilla, Scarlett, Cassie & Joy Street Improvements, vacuum line in old RR ROW North of Blk. 208, proposed utility easement along Butler Lane, TCEQ response letter and status of corrective action plan, capacity of Well No. 2, Airvac site visit, and request for proposal for utility systems operations, maintenance and management services. There was discussion among the Board to add concrete linings at every fire hydrant going forward.

REPORT OF BROWN & GAY ENGINEERS

Victor Leach presented the roll-up door proposal from John's Shutters & Repair for the chloramine buildings. There was discussion among the Board.

MOTION: Brian Redding

SECOND: Leon Brown

To get more bids for the roll-up doors.

Motion approved: 5-0

ITEMS FOR CONSIDERATION

1. AMEND DISTRICT RULES & REGULATIONS TO ADD SUBDIVISION PLAT REVIEW FEE AND RV PARK REVIEW FEE

Jody Weaver recommended the Board approve a District plat review fee and RV Park review fee. There was discussion among the Board.

MOTION: Leon Brown

SECOND: Joe Newsome

To amend the District Rules and Regulations to add a plat application fee in an amount set by the Board of Directors and the following amounts were adopted:

1. \$225.00 – Review of a Submitted Preliminary Plat. (If DE determines that additional time is required to review the submitted Preliminary Plat, payment of the estimated additional cost shall be required prior to bringing the Preliminary plat before the POCID Board for consideration of approval);
2. \$225.00 – Review of a Submitted Final Plat. (If DE determines that additional time is required to review the submitted Final Plat, payment of the estimated additional cost shall be required prior to bringing the Final plat before the POCID Board for consideration of approval);
3. \$225.00 – Review of Preliminary and Final plat, submitted at the same time, for a subdivision which does not involve any new roads, extension to the POCID utility system, special utility easements, or any other considerations that would require more than 1.5 hours of DE review time;
4. \$300.00 – Review of a Submitted Infrastructure Development Plan sealed by a Texas Registered Engineer. (If DE determines that additional time is required to review the IDP, payment of the estimated additional cost shall be required prior to bringing the IDP before the POCID Board for consideration of approval); and

To authorize Allen Junek to sign the Order amending the District rules.

Motion approved: 5-0

2. WALKER KEELING INVOICE NO. 24632

A request was made from the Board to itemize the billing separately for special items.

MOTION: Leon Brown

SECOND: Bryan Redding

To pay Walker Keeling Invoice No. 24632.

Motion approved: 5-0

3. DISCUSS VEHICLE REPAIRS OR CONSIDER PURCHASING A NEW VEHICLE

Victor Leach presented discussion on the history of repairs and the cost of current repairs needed on the 2008 Ford F250 Diesel truck. New truck purchase orders were presented. There was discussion among the Board.

MOTION: Leon Brown

SECOND: Marshall Bradford

To table this item until valid purchase orders are received and noted as a government purchase and/or by using the government website for pricing and will be brought back to the Board at a Special Meeting.

Motion approved: 5-0

4. RATIFICATION OF NEW EMPLOYEE HIRE

MOTION: Leon Brown

SECOND: Marshall Bradford

To approve the new hire of Charles Kissack.

Motion approved: 5-0

5. RATIFICATION OF OUTSOURCING OF BACK FLOW INSPECTIONS

MOTION: Joe Newsome

SECOND: Brian Redding

To ratify the outsourcing of back flow inspections.

Motion approved: 5-0

6. ATTORNEY GENERAL LETTER RULING 2015-18921, INCLUDING
POTENTIALLY AUTHORIZING THE DISTRICT'S ATTORNEYS TO FILE SUIT
PURSUANT TO GOVERNMENT CODE §552.305 FOR JUDICIAL REVIEW OF THE
LETTER RULING

This agenda item was discussed in Executive Session.

MOTION: Brian Redding

SECOND: Leon Brown

To table this item until more information is received.

Motion approved: 5-0

7. AMENDMENT TO RICOH COPY MACHINE LEASE

MOTION: Leon Brown

SECOND: Marshall Bradford

To amend the Ricoh copy machine lease for an additional \$18.06 a month.

Motion approved: 5-0

8. DISCUSS REQUEST FOR PROPOSAL FOR OPERATING COMPANY

Jody Weaver presented discussion and a draft format to solicit proposals for an operating company. She recommended the option of putting together a committee and reporting back to the Board. There was discussion among the Board and Jody Weaver is to proceed.

9. PRIOR PURCHASE OF TEDDY HAWES TRUCK

Board member Brown voluntarily refrained from participation in discussion for this agenda item. Allen Junek entered into record an Affidavit of Victor Leach dated January 20, 2015. This agenda item was also discussed in Executive Session. No action taken.

10. REVIEW OF DISTRICT MANAGEMENT PERSONNEL

This agenda item was discussed in Executive Session. No action taken.

11. DISTRICT DOOR LOCKS

Victor Leach presented a quote from Bosart Lock & Key.

MOTION: Marshall Bradford

SECOND: Leon Brown

To spend \$51.00 and have the locks rekeyed.

Motion approved: 5-0

12. LEASE INQUIRY OF 60 ACRES NEXT TO DISTRICT OFFICE

A customer inquired about leasing the acreage next to the District office to run cattle. There was discussion among the Board.

MOTION: Allen Junek

SECOND: Joe Newsome

Not to lease the acreage next to the District office due to liabilities and distance requirements from the water well.

Motion approved: 4-1

Opposed: Marshall Bradford

RULES, REGULATIONS AND POLICY STATEMENTS

No action was taken. This item was passed.

EXECUTIVE SESSION.

Board members Junek, Newsome, Redding, Brown and Bradford entered into a Closed Session for consultation with the District's attorneys under Section 551.071 of the Texas Government Code. Board member Brown voluntarily refrained from participation in the Closed Session for Agenda Item No. 9. The Board entered into the session at 9:02 p.m. The meeting reconvened at 9:45 p.m.

ITEMS FROM BOARD MEMBERS

No items were presented.

ADJOURNMENT

MOTION: Bryan Redding

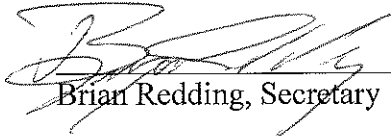
SECOND: Leon Brown

To adjourn the meeting.


The meeting adjourned at 9:48 p.m.

Minutes APPROVED by the Board of Directors on the 12 day of November, 2015.

ATTEST:



Brian Redding, Secretary



Allen Junek, President