

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

Pursuant to notice duly posted on September 2, 2016, a **REGULAR** meeting of the Port O'Connor Improvement District was called to order on Thursday, September 8, 2016 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: Joe Goodman, US Water Project Manager
Kim Stafford, US Water Personnel
Donna Grafe-Tucker, Walker Keeling LLP
Darren Gann, G&W Engineers

MEMBERS OF THE PUBLIC PRESENT:

John Childers and Joyce Jordan

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

Minutes of Special Meeting July 25, 2016

MOTION: Bryan Redding

SECOND: Joe Newsome

To approve the July 25, 2016 Special Meeting Minutes

Motion Approved: 5-0

Minutes of Regular Meeting August 11, 2016

MOTION: Leon Brown

SECOND: Marshall Bradford

To approve the August 11, 2016 Regular Meeting Minutes

Motion Approved: 5-0

Minutes of Special Meeting August 23, 2016

MOTION: Bryan Redding

SECOND: Joe Newsome

To approve the August 23, 2016 Special Meeting Minutes

Motion Approved: 3-1-1, Leon Brown against; Marshall Bradford abstaining

Minutes of Special Meeting August 31, 2016

MOTION: Leon Brown

SECOND: Marshall Bradford

To approve the August 31, 2016 Special Meeting Minutes

Motion Approved: 5-0

APPROVAL OF PAYABLES:

PORT O'CONNOR IMPROVEMENT DISTRICT

MOTION: Bryan Redding

SECOND: Joe Newsome

To approve payables for Port O'Connor Improvement District.

Motion Approved: 5-0

DEFINED AREA #1

MOTION: Leon Brown

SECOND: Marshall Bradford

To approve payables for Defined Area #1A with the exception of McCreary, Veselka, Bragg & Allen PC.

Motion Approved: 5-0

REIMBURSE LASALLE FOR CREDIT CARD PAYMENTS

MOTION: Joe Newsome

SECOND: Leon Brown

To approve reimbursement for LaSalle credit card payments.

Motion Approved: 5-0

REPORTS AND RELATED ITEMS FOR CONSIDERATION

DISTRICT STATUS:

Joe Goodman presented the US Water District Status Report.

REPORT OF G&W ENGINEERS

Darron Gann presented the District's Engineer's report.

ITEMS FOR CONSIDERATION

1. Winter Sewer Averaging

MOTION: Joe Newsome

SECOND: Leon Brown

To approve changing sewer averaging period from October, November and December to November, December and January.

Motion Approved: 5-0

2. Engagement letter for Walker, Keeling

MOTION: Bryan Redding

SECOND: Joe Newsome

To approve the proposed Professional Service Agreement with Walker, Keeling LLC as District Attorney for the Fiscal Year 2016 – 2017

Motion Approved: 3-2, Leon Brown and Marshall Bradford opposing

3. Engagement letter for Imagination Monkey

MOTION: Marshall Bradford

SECOND: Leon Brown

To table Imagination Monkey Engagement Letter till we get a response on article 4 and put on the next special meeting.

Motion Approved: 4-1, Allen Junek opposing

4. Calhoun County Pct 4 Fire Plug and charges to County

MOTION: Bryan Redding

SECOND: Marshall Bradford

To approve to no longer charge the Calhoun County Pct #4 for the fire plug on 3676 Adams and to reimburse them for their charges from Feb, 2015 to current bill. This account will be changed to metered and not billed.

Motion Approved: 5-0

5. Public Information Charges

MOTION: Leon Brown

SECOND: Marshall Bradford

To adopt the Texas Administrative Code Title 1 Part 3 Chapter 70 Rule 70.3 with the exception of (1) Standard copy paper. Will change to \$.10 per page if it exceeds \$2.50.

Motion Approved: 5-0

6. Establish a Sewer Only Charge in the District

MOTION: Bryan Redding

SECOND: Marshall Bradford

To approve to establish a Sewer Only Charge for the Rules and Regulations to \$40.90

Motion Approved: 5-0

7. Authorize Ghia Lewis, the District's Investment Officer, to be assigned as Administrator on all Port O'Connor Improvement District's bank accounts including, but not limited to First National Bank of Port Lavaca and BBVA Compass Bank accounts

MOTION: Bryan Redding

SECOND: Leon Brown

To Authorize Ghia Lewis, the District's Investment Officer, to be assigned as Administrator on all Port O'Connor Improvement District's bank accounts including, but not limited to First National Bank of Port Lavaca and BBVA Compass Bank accounts

Motion Approved: 5-0

8. Resolution adopting Compass Bank as district bank depository and approval of depository pledge agreement

MOTION: Leon Brown

SECOND: Marshall Bradford

To approve resolution adopting Compass Bank as district bank depository and approval of depository pledge agreement

Motion Approved: 5-0

9. Consider approval of Pay Request No. 1 from Lester Contracting for the TWDB project 21750

MOTION: Leon Brown

SECOND: Marshall Bradford

To approve Pay Request No. 1 from Lester Contracting for the TWDB project 21750

Motion Approved: 5-0

10. Regarding the TWDB project no. 21750 construction contract with Lester Contracting, consider accepting the one-year warranty for each segment of the project, as designated in the contract documents, as it is completed, tested and placed into full service

MOTION: Bryan Redding

SECOND: Leon Brown

To approve a one-year warranty for each segment of the project, as designated in the contract documents, as it is completed, tested and placed into full service, regarding the TWDB project no. 21750 construction contract with Lester Contracting

Motion Approved: 5-0

11. Adopt Resolution Authorizing Application to the TCEQ for Approval of Project and Bonds

Tabled. Authorization already approved.

12. Directors Code of Conduct Policy

MOTION: Bryan Redding

SECOND: Joe Newsome

To table the Directors Code of Conduct Policy

Motion Approved: 5-0

13. Authorize Board President to sign the Industrial Wastewater Permit Renewal Application to TCEQ for the future RO discharge and pay the \$1,215.00 Renewal Application fee

MOTION: Bryan Redding

SECOND: Leon Brown

To authorize Board President to sign the Industrial Wastewater Permit Renewal Application to TCEQ for the future RO discharge and pay not to exceed \$1,215.00 Renewal Application fee

Motion Approved: 5-0

14. Approve Port O'Connor Improvement District & Define Area Budget

POCID

MOTION: Joe Newsome

SECOND: Leon Brown

To adopt and approve Port O'Connor Improvement District Budget for 2016 - 2017

Motion Approved: 5-0

Defined Area

MOTION: Joe Newsome

SECOND: Bryan Redding

To adopt and approve Defined Area #1A District Budget for 2016 - 2017

Motion Approved: 5-0

15. Water Tank Maintenance

MOTION: Bryan Redding

SECOND: Joe Newsome

To authorize Joe Goodman to contact references and to get bids from other companies

Motion Approved: 5-0

16. Water Leak Survey

MOTION: Marshall Bradford

SECOND: Leon Brown

To table this until we have more bids.

Motion Approved: 5-0

17. Work Authorization for Request

Tabled

18. Engagement letter for Cherrilyn R Henneke CPA

MOTION: Leon Brown

SECOND: Bryan Redding

To table engagement letter for Cherrilyn R Henneke CPA

Motion Approved: 5-0

EXECUTIVE SESSION.

There was no Executive Session.

ADJOURNMENT

MOTION: Leon Brown

SECOND: Bryan Redding


To adjourn the meeting.

Motion Approved: 5-0

The meeting adjourned at 10:06 p.m.

Minutes APPROVED by the Board of Directors on the 13 day of September, 2016.

ATTEST:



Bryan Redding, Secretary



Allen Juneck, President