

STATE OF TEXAS }
COUNTY OF WILLACY }

THE BOARD OF SUPERVISORS OF THE PORT MANSFIELD PUBLIC UTILITY DISTRICT met in Regular Session at the Community Baptist Fellowship Hall, Texas, on Tuesday, March 07, 2017 at 9:00 a.m., with the following members present:

SUPERVISORS PRESENT:	DOUG TRAPP	PRESIDENT
	DALE HICKS	SECRETARY
	BUBBA GARST	MEMBER
	JOHN AVARA	MEMBER

ALSO PRESENT:	RON MILLS	GENERAL MANAGER
	FRANK VASQUEZ	PORT SUPERINTENDENT
	MR McCORMICK	ATTORNEY
	VIRGINIA LOMAS	HUMAN RESOURCES

ABSENT: ARLAND LEWIS

President Trapp, called the meeting to order at 9:00 a.m. Upon conclusion of roll call it was ascertained that a quorum was present.

Item No. 1: REVIEW & CONSIDERATION OF PREVIOUS BOARD MEETING MINUTES: Supervisor Garst made the motion to approve the Previous Board Meeting Minutes for February 07, 2017 as presented. The motion was seconded by Supervisor Avara and unanimously carried.

Item No. 2: PUBLIC COMMENT(S):

None...

Item No. 3: PORT SUPERINTENDENTS REPORT: Frank Vasquez, Port Superintendent reported on the following items:

-Water, Sewer & Garbage Updates:

-Water Department: Port Mansfield Volunteer Fire Department was checking plugs in town and 3 on west port drive had low water pressure. Two plugs have been purchased and will be installed to replace 2 out of 3.

-Sewer Department: Frank Vasquez, Port Superintendent, addressed the board that the clarifier is back up and running. Frank will get estimates on aluminum skirt that goes around the clarifier, the existing one has rusted out.

-Garbage Department: 2016 Garbage Truck has rust underneath the box, Freightliner has been contacted and advised us to send in pictures. At this time we are waiting for a response from Freightliner on what they plan on doing to correct the problem.

Item No. 4: GENERAL MANAGERS REPORT: Ron Mills, General Manager, reported on the following:

-Aging Utility Report: 13 accounts passed due and 4 accounts pulled. 3 accounts returned to the district.

-Grand Storage Project: Received completed paperwork, it has been signed and sent to the state, and at this time we are waiting on the engineer to advise us on the construction.

-Update on Port Mansfield Volunteer Fire Department Audit Request: Port Mansfield Volunteer Fire Department does not complete an annual audit, but they do have a CPA firm that completes their tax paperwork and will provide us with a copy on an annual basis.

-Update on Revenue Bond Account Reviewing: We now have access to view the accounts and all activities occurring in them.

Item No. 5: REVIEW & CONSIDERATION OF CHECKS & VOUCHERS: After review of the check and vouchers, the motion was moved by Supervisor Avara that check numbers be approved as issued, Check No. 1428 through No. 1455. The motion was seconded by Secretary Hicks and unanimously carried.

Item No. 6: NEW BUSINESS:

None

Item No. 7: Adjourn: meeting adjourned at 9:38 a.m..

STATE OF TEXAS }
COUNTY OF WILLACY }

THE BOARD OF SUPERVISORS OF THE PORT MANSFIELD PUBLIC UTILITY DISTRICT met in Regular Session at the Community Baptist Fellowship Hall, Texas, on Tuesday, April 11, 2017 at 9:00 a.m., with the following members present:

SUPERVISORS PRESENT:	DOUG TRAPP	PRESIDENT
	DALE HICKS	SECRETARY
	BUBBA GARST	MEMBER
	JOHN AVARA	MEMBER
	ARLAND LEWIS	MEMBER

ALSO PRESENT:	RON MILLS	GENERAL MANAGER
	FRANK VASQUEZ	PORT SUPERINTENDENT
	VIRGINIA LOMAS	HUMAN RESOURCES

ABSENT: McCORMICK

GUEST: TRAVIS TATUM AND MARTIN, DUNHAM
ENGINEERING

President Trapp, called the meeting to order at 9:00 a.m. Upon conclusion of roll call it was ascertained that a quorum was present.

Item No. 1: REVIEW & CONSIDERATION OF PREVIOUS BOARD MEETING MINUTES: Supervisor Garst made the motion to approve the Previous Board Meeting Minutes for March 07, 2017 as presented. The motion was seconded by Secretary Hicks and unanimously carried.

Item No. 2: PUBLIC COMMENT(S):

None...

Item No. 3: DISCUSSION ON STATUS OF GROUND STORAGE TANKS WITH DUNHAM ENGINEERING: Tatum with Dunham Engineering, advised the board that we are still in the process due to TWDB working slowly. Not sure when the project will begin. Tatum addressed the board that they could submit the order for the tanks.

Item No. 4: PORT SUPERINTENDENTS REPORT: Frank Vasquez, Port Superintendent reported on the following items:

Water Quality: received a surprise inspection from TCEQ, due to strong odor or chlorine in the water. Water tank was shut down due to high chlorine residue. TCEQ gave us a violation for not correcting the problem. TCEQ gave us 24 hours to correct the problem, pictures and reports were sent to them and at this time the violation has been cleared by TCEQ.

Sewer Dept: waste water clarifier needs aluminum skirting, will take about 2 to 3 weeks once its ordered.

Garbage Dept: the garbage truck broke down in front of Getaway Lodge, brakes locked up. The garbage truck has now been repaired.

Item No. 5: GENERAL MANAGERS REPORT: Ron Mills, General Manager, reported on the following:

-Aging Utility Report: accounts passed due and 2 accounts pulled.

-4 accounts have been returned to the district that are carrying balances. Accounts will be paid by the Willacy County Navigation District.

Item No. 6: REVIEW & CONSIDERATION OF CHECKS & VOUCHERS: After review of the check and vouchers, the motion was moved by Supervisor Avara that check numbers be approved as issued, Check No. 1456 through No. 1490. The motion was seconded by Supervisor Garst and unanimously carried.

Item No. 7: NEW BUSINESS:

None

Item No. 8: Adjourn: meeting adjourned at 9:48 a.m..