

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 10, 2018 at 9:00 a.m., with the following members present:

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

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

GUEST: FRANK FERRIS

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 13, 2018. The motion was seconded by Secretary Hicks and unanimously carried.

Supervisor Garst, made the motion to approve the addition of the Special Meeting Minutes and Supervisor Avara, requested to include the liability insurance. The motion was seconded by Secretary Hicks and unanimously carried.

Item No. 2: PUBLIC COMMENT(S):

None...

Item No. 3: DISCUSSION ON CURRENT UTILITY RATES: The Port Mansfield Utility Districts last increase was a 2% in November 2017 and for the Standby fee it was in December 2017. General Manager Ron Mills, recommends the standby fees to be re-modified water and sewer revenues only and not for garbage, and to review the rate every six months.

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

Water, Sewer & Garbage updates:

-Water Dept: No report

-Sewer Dept: needing a sky tracker to lift rotors at the waste water plant and we are unable to locate one at this time.

-Garbage Dept: No report

-Fire Hydrant Report: No report

Ground Storage tank is leaking again after it was filled to capacity. Frank Ferris, Engineer came in to assist and give his opinion on the storage tank. The project is on hold at this time.

Frank Ferris, Engineer has been 33 years with Ferris & Flinn Engineering, Mr Ferris made some recommendations to the board to ensure engineer with contractor regarding the ground storage tank and to lift the ground storage tank or to move it to check the underneath to stabilize foundation.

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

-Discussion on billing issues: software update was set and some accounts into default mode. We have corrected all issues. Another problem is the postcard, we have received several cards mutilated in plastic envelopes. Recommends the utility to send by statements in envelopes, the postage cost will not be a significant amount. The Board recommends a note to be made on bill to opt out of bill and receive bill by email. Also get with post office and ask about size of post card.

-Update on new garbage truck: Have been having on going problems with both garbage trucks, we have not had a chance to take it to San Antonio. At this time the old garbage truck is getting repaired while the new garbage truck just got repaired once it gets up and going it will be delivered to San Antonio.

Item No. 6: REVIEW & CONSIDERATION OF CHECKS & VOUCHERS: After review of all transactions dated March 14, 2018 through April 10, 2018, Supervisor Garst made the motion to approve the Water Development Account checks as presented. The motion was seconded by Supervisor Avara and unanimously carried.

Item No. 7: Adjourn: meeting adjourned at 10:11 a.m..