

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, July 09, 2019 at 9:00 a.m., with the following members present:

SUPERVISORS PRESENT:	DOUG TRAPP	PRESIDENT
	DALE HICKS	SECRETARY
	BUBBA GARST	MEMBER
	JOHN AVARA	MEMBER
	RICHARD LEFEVRE	MEMBER (arrived late 9:11 a.m.)

ALSO PRESENT:	RON MILLS	GENERAL MANAGER
	LETTY MARTINEZ	ADMINISTRATIVE ASSISTANT
	McCORMICK	ATTORNEY

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: After review of the previous board meeting minutes, Supervisor Garst made the motion to table the previous board meeting minutes for June 11, 2019, due to corrections and additions to be made. Supervisors would like to review the corrected minutes within 24 hours by email for approval. The motion was seconded by Supervisor Avara and the vote unanimously carried.

Item No. 2: PUBLIC COMMENT(S):

None.

Item No. 3: PORT SUPERINTENDENTS REPORT:

Dunham Engineering advised the board that there was minor issues correcting some of the piping, they cleaned up the shavings and suggest to brush and paint with galvanizing. No rust present. We will have a 2 year coating warranty if it slips through cracks it will be taken care of. Metal filings were left. For now they are waiting on the final documents.

Tank 2: the anti climb door tank laid on the ground, the tanks had rust they needed to be cleaned and touched up the vent screen that was not done.

Frank Vasquez, Port Superintendent reported on the following:

Water: TCEQ Quarterly tests that were taken last Monday. Results should be ready in the next 2 weeks.

Water meters in San Perlita were submerged with water.

Sewer: None.

Garbage: None.

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

-Aging Report: 5 meters were pulled and 1 is a continuation past due, Letty will send a letter to the lessee.

-Storage Tank Update: met on the 14th of June with Frank, Brad, Travis and Davis and had a list of items. The project is completed for final approval from Travis, however they have not submitted final payments. They provided a 2 year warranty. A punch list was created and provided to the contractor.

-Utility Clerk Update: the existing clerk was advised about the position becoming a part-time instead of a full-time, after a day she presented a letter of resignation for the 15th of July. However her last day will be on the 10th of July. After the 10th, the utility system will be reverting to the office in Raymondville to Virginia and Letty.

-Tax Refund Update: have made contact twice with Ms. Barnhart, Tax Assessor and have asked twice for a list and she never returned the call. I have contacted the Appraisal District office and he made contact with Barnhart and yet she never returned the call. As soon as we get the list it will be presented to the board.

Item No. 5: REVIEW & CONSIDERATION OF CHECKS & VOUCHERS: After review of checks and vouchers Supervisor Garst made the motion to approve the transactions dated June 11, 2019 through July 11, 2019 as presented. The motion was seconded by Supervisor Lefevre and the vote unanimously carried.

Secretary Hicks would like the meaning of each code on the check list.

Item No. 6: Adjourn: meeting adjourned at 10:26 a.m..