

STATE OF TEXAS }
COUNTY OF WILLACY }

THE BOARD OF SUPERVISORS OF THE PORT MANSFIELD PUBLIC UTILITY DISTRICT met in Regular Session at the Harbor Office, 630 Laguna Drive, Port Mansfield, Texas, on Tuesday, September 01, 2020 at 9:00 a.m., with the following members present:

SUPERVISORS PRESENT:	DOUG TRAPP BUBBA GARST JOHN AVARA RICHARD LEFEVRE	PRESIDENT SECRETARY MEMBER MEMBER
ALSO PRESENT:	RON MILLS VIRGINIA LOMAS FRANK VASQUEZ	GENERAL MANAGER HUMAN RESOURCES PORT SUPERINTENDENT
ABSENT:	MICHAEL BOURNE McCORMICK	MEMBER 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: None.

Item No. 2: PUBLIC COMMENT(S):

None.

Item No. 3: REVIEW, DISCUSSION AND POSSIBLE ACTION ON POSSIBLE CONTRACT TO SCOPE AND CLEAR UNDERGROUND SEWER LINES: The estimated cost to scope and clear underground sewer lines to look for damages would roughly be \$34,594.00. The sewer had not been scoped since 1967. The project would be from behind the post office all the way to the Pelican Cove. Supervisor Lefevre made the motion to get another quote and would like to proceed to get another bid to be presented to the board for discussion and possible action. The motion was seconded by Supervisor Bourne and the vote unanimously carried.

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

- Water Dept.: None.
- Garbage Dept.: None.
- Sewer: None.

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

- Aging Report: 8 accounts on the 30 day past due list. No meters pulled and/or reinstalled.

Utility Commission provided and Executive order that has been cancelled as of July 2020. All the accounts need to be back to normal business.

-Sewer Permit Returned to State: The sewer permit has been submitted to the State by Ferris & Flinn.

Our office schedule will remain as is: Office hours 8:00 a.m. – 2:00 p.m., until further notice of percentage of cases in Willacy County.

For information purposes FEMA will be assisting residents.

Item No. 6: *REVIEW & CONSIDERATION OF CHECKS & VOUCHERS*: After review of checks and vouchers Supervisor Lefevre made the motion to approve the transactions dated August 12, 2020 through September 02, 2020 as presented. The motion was seconded by Secretary Garst and the vote unanimously carried.

Adjourn: meeting adjourned at 9:29 a.m..