

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, July 06, 2021 at 9:00 a.m., with the following members present:

SUPERVISORS PRESENT:

JOHN AVARA	PRESIDENT
MICHAEL BOURNE	SECRETARY
BUBBA GARST	MEMBER
ERIC KENNEDY	MEMBER

ALSO PRESENT:

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

ABSENT:

DOUG TRAPP	SUPERVISOR
WILLIAM McCORMICK	ATTORNEY

President Avara, 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, Secretary Bourne made the motion to accept and approve the board meeting minutes for June 01, 2021. The motion was seconded by Supervisor Garst and the vote unanimously carried.

Item No. 2: **PUBLIC COMMENT(S)**: None.

Item No. 3: **DISCUSSION ON POSSIBLE ACTION ON SEWER RATES**: Several complaints by residents on sewer rates. We will have a software audit to make sure the configurations are accurate due to a software error in our system database. No action is necessary.

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

- Water Dept.: none.
- Sewer Dept.: hired a vacuum truck to clean out sewer line and 8 manholes were cleaned out on Laguna and West Port Dr.
- Garbage Dept.: Cat Backhoe was purchased for the district. It was under budget and the vendor included forks for the backhoe.

Item No. 5: **GENERAL MANAGERS REPORT**: Ron also reported on the following:

- Aging Report: no meters were pulled and none reinstalled.
1 account will be settled in July by a lien holder due to death of lessee.
- Utility Software: Our current software is RVS. CUSI has sent us a quote on their software which includes customers to see billing online along other updated benefits. We are currently trying to schedule a training demo.

We will be contacting other cities/towns to see what utility software they are using.

Item No. 6: REVIEW & CONSIDERATION OF CHECKS & VOUCHERS: After review of checks and vouchers Supervisor Kennedy made the motion to approve the transactions dated June 02, 2021 through July 06, 2021 as presented. The motion was seconded by Supervisor Garst and the vote unanimously carried.

Item No. 7: Adjourn: meeting adjourned at 9:39 a.m..