

PORTER SPECIAL UTILITY DISTRICT
MINUTES OF BOARD OF DIRECTORS SPECIAL MEETING

November 11, 2021

The Board of Directors (the Board or Directors) of Porter Special Utility District (the District) met in special session at 6:30 p.m., at 22162 Water Well Road, Porter, Texas 77365, on Thursday, November 11, 2021, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code.

1. **Call Meeting to Order** the President, after finding that the notice of the meeting was posted as required by law, called the meeting to order at 6:30 p.m. and declared it open for such business as may come before it.

a. Roll Call of the Board of Directors/Declaration of a Quorum

Doug Pillow	President
Jodi Ruonavar	Vice-President
Caroline Denham	Secretary
Danny Bridges	Treasurer
Johnny Barr	Asst. Secretary-Treasurer
Jason Ashy	Director

Director Denham took the roll, all Directors were present in the District Board Room, thus constituting a quorum. Attending for the District was Mike Kelly with Bleyl Engineering (Engineer), Jonathon Smith (General Manager), Chris Wright (Operations Manager), and Amanda Phillips (HR Director).

b. Director Qualifications and Disclosures

Mr. Smith stated there are no updates on Director qualifications and disclosures.

c. Invocation

Invocation led by Director Ruonavar.

d. Pledges of Allegiance

Pledges of Allegiance led by Director Bridges.

2. Public Comment

No public comment.

3. Review, discuss, and take any necessary action regarding Maple Heights, including matters related to the Offsite Waterline Improvements

Mr. Kelly stated the Water Main Extension for Maple Heights development project went out for bid on October 25, 2021, 14 bids were received. The lowest bid was for \$1,252,503.00 from On Par Services Inc. Kimley Horn has made recommendation for bid award to go to Reddico Construction Inc. in the base bid total of \$1,314,436.00.

Mr. Kelly stated that all the bids came in higher than the initial estimate of cost. Director Pillow asked if the District had the money to complete the project, Mr. Smith stated yes. Director Ruonavar asked about the project's timeline, Mr. Kelly estimated mobilization for the project in January 2022.

Upon motion by Director Denham, seconded by Director Ruonavar after full discussion with all Directors present voting aye, the Board approved to award the Water Main Extension for Maple Heights Project to Reddico Construction Inc. in the base bid total of \$1,314,463.00. Motion carried unanimously.

4. Review, discuss, and take any necessary action regarding Copeland Water Well Rehabilitation project, including matters related to the BESST Survey

Mr. Kelly explained that Intera had encountered problems with their equipment getting stuck while accessing the well due to the casing being misaligned. Mr. Kelly is recommending the well company to be onsite for the completion of the BEEST Survey to assist with the sampling process. The Board discussed the potential need for filtration to control taste and odor concerns.

Upon motion by Director Bridges, seconded by Director Ashy after full discussion with all Directors present voting aye, the Board approved not to exceed an additional \$25,000.00 in fees to complete the necessary work for the BESST Survey. Motion carried unanimously.

5. Discuss and take any necessary action regarding District property, facilities, Vehicles, equipment, projects, compliance, reporting, and personnel matters

Mr. Smith stated he had no items. Director Ruonavar asked why the hydrant testing has slowed, Mr. Smith responded that there have been staff absences and required TCEQ flushing. Director Ruonavar asked if the hydrant testing can be outsourced like the taps have been, Mr. Smith stated that he is making a list of critical hydrants needing repair for Lonestar Hydrant to work on. Director Ruonavar asked why staff was not able to keep up with the taps, Mr. Smith stated that the houses were going in faster than the tap were being installed in Brooklyn Trails. Director Ruonavar asked if there are attendance issues with staff, Mr. Smith stated the District is working through it. Director Ruonavar stated she noticed title changes on certain jobs, Mr. Smith stated yes, and he would get copies out of the job descriptions and new organization charts.

6. Adjournment

At any time during the meeting and in compliance with the Texas Open Meetings Act (Chapter 551), the Porter Special Utility Board of Directors may meet in executive session on any of the above agenda items for consultation concerning attorney-client matters (551.071); deliberation regarding real property (551.072); deliberation regarding prospective gifts (551.073); personnel matters (551.074); and deliberation regarding security devices (551.076). No action may be taken during executive session, therefore, following executive session, the Board of Directors will reconvene to an open meeting and take action as necessary.

There being no further business before the Board, upon motion by Director Ashy, seconded by Director Ruonavar after full discussion and all Directors present voting aye, the meeting was adjourned at 7:13 p.m.

PASSED and **APPROVED** this the 29th day of November 2021.



President, Board of Directors



Secretary, Board of Directors

