

PORTER SPECIAL UTILITY DISTRICT

MINUTES OF BOARD OF DIRECTORS SPECIAL MEETING

March 19, 2020

The Board of Directors (the Board or Directors) of Porter Special Utility District (the District) met in special session, at 6:00 p.m., at 22162 Water Well Road, Porter, Texas 77365, on Thursday, March 19, 2020, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code.

1. **Call Meeting to Order** The Vice-President, after finding that the notice of the meeting was posted as required by law, called the meeting to order at 6:00 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

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

Director Denham took the roll, all Directors were present, except for Director Pillow and Director Barr, thus constituting a quorum. Also attending for the District were: Jonathon Smith (General Manager), Jim Ferguson (Operations Manager), and Amanda Phillips (Executive Administrator).

B. Director Qualifications and Disclosures

No update to qualifications and disclosures.

C. Invocation

Invocation led by Director Denham.

D. Pledges of Allegiance

Pledges of Allegiance led by Director Bridges.

2. Public Comment

No public comment.

3. Discuss and take any necessary action related to the impact of the COVID-19 coronavirus on the business of the District, including paid leave for employees

Mr. Smith presented Administrative Order #2020-10 to be effective Friday, March 20, 2020 until Monday, April 6, 2020. Director Ruonavar and Director Ashy stated they wished to have the wording “up to and including termination” added to the statement of Order #5. Mr. Smith responded that the District practices progressive discipline in accordance with the Personnel Policies.

All Directors expressed their concern for the safety and well-being of the employees during this pandemic.

Mr. Smith stated he would add the suggested wording as discussed and follow up with an email to all Directors.

Upon motion by Director Bridges, seconded by Director Satterwhite after full discussion and all Directors present voting aye, Administrative Order #2020-01, including the requested addition, was approved.

4. Director Comments

In regard to emergency preparedness, Director Ruonavar asked about the status of the generators at the water plant sites. Mr. Ferguson gave a brief update on the status of each of the generators.

5. Adjournment

There being no further business before the Board, upon motion by Director Ashy, seconded by Director Satterwhite after full discussion and all Directors present voting aye, the meeting was adjourned at 6:48 p.m.

PASSED and APPROVED this the 30th day of March 2020.



President, Board of Directors



Secretary, Board of Directors