
SUTTON COUNTY UNDERGROUND WATER CONSERVATION DISTRICT



**Board Meeting
January 25, 2022 – 9:00 a.m.
Edwards Plateau Soil & Water Conservation District Board Room
301 S. Crockett Ave.
Sonora, Texas**

Minutes

Directors Present: Robert Mayer, Butch Taylor, Erika Campbell, James Archer, and Max Howorth

Directors Absent: None

District Staff Present: Meredith Allen, Sofia Galindo, and Lana Tolleson

Regular Board Meeting

1. Call Regular Meeting to Order

Mayer called the regular meeting to order at 9:08 a.m.

2. Recognize Visitors—Any person or group wishing to speak to the Board on any item on the Agenda will be allowed 5 minutes

None Present

3. Recognize Pump Installers & Drillers—Any person or group wishing to speak on any item on the Agenda will be allowed 5 minutes

None Present

4. Water Level and Rainfall Report

Technician Sofia Galindo presented rainfall and water level reports for the month of December.

5. Quarterly Well Registration Report

Galindo presented the Quarterly Well Registration Report.

6. Action, Discuss, or Consider Approval of Minutes of the December 14, 2021 regular meeting.

Director Erika Campbell made a motion to approve the minutes of the December 14, 2021 regular meeting. The motion was 2nd by Director Butch Taylor. The motion passed unanimously.

7. Action, Discuss, or Consider Approval of Bills and Financial Statements for December 2021.

Operations Manager Lana Tolleson reviewed the expenditures for December 2021. Director Max Howorth made a motion to approve the December 2021 bills and financial statements. The motion was 2nd by Director James Archer and passed unanimously.

8. Action, Discuss or Consider Approval of Quarterly Investment Report – 1st Quarter FY 2021-2022

Taylor made a motion to approve the Quarterly Investment Report for the 1st Quarter of FY 2021-2022. The motion was 2nd by Archer and passed unanimously.

9. Action, Discuss or Consider Approval of the GMA 7 Interlocal Agreement for Joint Planning Purposes

Howorth made a motion to approve the signing of the GMA 7 Interlocal Agreement for Joint Planning Purposes with the stipulation that any payments made to a contractor have to be previously approved by GMA 7. The motion was 2nd by Archer and passed unanimously.

10. Action, Discuss, or Consider Approval of the Designated Representative for GMA 7

Howorth made a motion to approve Meredith Allen as the designated representative for GMA 7. The motion was 2nd by Taylor and passed unanimously.

11. Annual Report on Texas A&M Research Project

The annual report on the Texas A&M Research Project prepared by Dr. Doug Tolleson was presented to the Board for review.

12. Presentation by District Technician on Recent Updates to Monitoring Network Field Technology

Galindo and Consulting Manager Meredith Allen gave a presentation to the full Board on recent updates to the District’s monitoring network field technology.

13. Executive Session: Deliberations about Personnel Matters: In Accordance with Texas Government Code 551.074

The Board of Directors convened into Executive Session to deliberate on personnel matters at 11:18 a.m..

14. Action Reconvene into Open Session and Consider Action, if any, regarding decisions discussed in Executive Session.

The Board of Directors reconvened into open session at 11:31 a.m. Howorth made a motion to approve salary increases as recommended by Allen based on 4% cost of living increase for Tolleson at a salary of \$50,000 and Galindo at a salary of \$45,000, and increasing Allen’s salary to \$20,000 effective January 1, 2022. The motion was 2nd by Campbell and passed unanimously.

15. Consulting Manager’s Comments

- a. GMA 7 – Allen informed the Board that GMA 7 met in Sonora on Thursday, January 20th.
- b. Sunset Review – Allen updated the Board on recent activity relating to the Sunset Review of TWDB.

16. Operations Manager’s Comments

- a. Cyber Security Awareness Training for 2022 – Tolleson informed the Board that she will be sending them information soon about completing Cyber Security Awareness Training for 2022.
- b. Update on District Activity – Tolleson informed the Board that she has been working with Iris Garza to insure a smooth transition upon Garza’s retirement at the end of January. Staff is working with Garza to schedule a new date for the retirement party.

17. Director Comments/Directives to Staff

- a. Create a flow chart for employees, showing increases for term of employment, benefits, etc.
- b. Implement salary increases as stated above.
- c. Check to see if mud interferes with sensor readings.

18. Action, Discuss, or Consider meeting adjournment

Howorth made a motion to adjourn at 11:59 a.m. with a 2nd by Campbell. The motion passed unanimously.

Presiding Officer

Date

Attesting Signature