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## SUTTON COUNTY UNDERGROUND WATER CONSERVATION DISTRICT

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**Public Hearing/Board Meeting  
February 11, 2025 – 9:00 a.m.  
Edwards Plateau Soil & Water Conservation District Board Room  
301 S. Crockett Ave.  
Sonora, Texas**

### **Minutes**

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

Directors Absent: Max Howorth

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

#### **Public Hearing on Permit Application**

**1. Call Public Hearing to order and establish a quorum**

Board Chairman Robert Mayer called the Public Hearing to order at 9:02 a.m. and established a quorum.

**2. Open Public Hearing on Permit Application for Domestic Use by Quincy Crain**

In Attendance: Quincy Crain

Ralph Mayer

Wheless Baker

Billy D. Martin

A discussion was held regarding the requested domestic permit for Quincy Crain. No letters of opposition were received by the District and no public comment was given in opposition to the permit.

**3. Adjourn Public Hearing**

A motion was made by Director James Archer to adjourn the Public Hearing at 9:26 a.m. The motion was seconded by Director Butch Taylor and passed unanimously.

#### **Regular Board Meeting**

**1. Call Regular Meeting to Order**

Board Chairman Robert Mayer called the Regular Board Meeting to order at 9:30 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**

Wheless Baker

Ralph Mayer

**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 and Consulting Manager Meredith Allen presented the Water Level and Rainfall reports for calendar year 2024.

**5. Quarterly Well Registration Report**

Galindo gave the Quarterly Well Registration report for the 4<sup>th</sup> quarter of 2024.

**6. Action, Discuss, or Consider Approval of Minutes of the November 12, 2024 Board Meeting.**

Director Erika Campbell made a motion to approve the minutes of the November 12, 2024 Board Meeting with a second by Taylor. The motion passed unanimously.

**7. Action, Discuss, or Consider Approval of Bills and Financial Statements for Nov, Dec 2024 & Jan 2025**

Operations Manager Lana Tolleson reviewed the revenue and expenditures for November & December 2024 and January 2025. Taylor made a motion to approve the bills and financial statements for November & December 2024 and January 2025. The motion was seconded by Archer and passed unanimously.

**8. Action, Discuss, or Consider Approval of the Sutton County UWCD Election for Precincts 2, 3 and At Large**

Campbell made a motion to order the Sutton County UWCD election for Precincts 2, 3 and At Large on May 3, 2025 with a second by Archer. The motion passed unanimously.

**9. Action, Discuss or Consider Approval of Joint Election Agreement**

The Directors reviewed the Joint Election Agreement presented by the Sutton County Clerk's office. Campbell made a motion to accept the agreement. The motion was seconded by Archer and passed unanimously.

**10. Action, Discuss or Consider Permit Application for Quincy Crain for the purpose of domestic use under 10 acres**

Archer made a motion to issue the permit for Quincy Crain for the purpose of domestic use under 10 acres. The motion was seconded by Taylor and passed unanimously.

**11. Action, Discuss or Consider Approval of Quarterly Investment Report – 1<sup>st</sup> Quarter FY 2024-2025**

Tolleson reviewed the quarterly investment report for the 1<sup>st</sup> Quarter of FY 2024-2025. A motion was made by Taylor to accept the report and seconded by Archer. The motion passed unanimously.

**12. Action, Discuss or Consider Approval of the FY 2023-2024 Financial Audit provided by Kuntz, Smith & Co., PC**

After reviewing the FY 2023-2024 financial audit provided by Kuntz, Smith & Co., PC, Archer made a motion to approve the audit. The motion received a second from Campbell and passed unanimously.

**13. Action, Discuss or Consider Board Discussion on Financial Policies**

After a discussion on the recommendation from the Auditor to consider a fund balance policy, the Directors asked to have legal counsel draft a policy for the Board to consider.

**14. Action, Discuss or Consider Annual Report on Texas A&M Research Project**

The Directors reviewed the annual report submitted by Dr. Doug Tolleson on the Texas A&M research project. Campbell made a motion to approve the report with a second by Taylor. The motion passed unanimously.

**15. Action, Discuss or Consider 2024 Annual Report**

Allen presented the District's 2024 Annual Report. A motion was made by Campbell to approve the report. The motion was seconded by Archer and passed unanimously.

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

The Board of Directors convened into Executive Session at 10:37 a.m.

**17. 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 11:59 a.m. Archer made a motion to raise the annual salaries of District employees to the following: Consulting Manager - \$25,000, Operations Manager - \$61,000, Technician - \$55,000. The motion received a second from Campbell and passed unanimously.

**18. Consulting Manager's Comments**

- a. TAGD Winter Business Meeting – Allen attended the TAGD Winter Business meeting in Pflugerville on January 15-16.
- b. TALL Presentation – Allen gave a presentation on Water Management in the Edwards Plateau Region on January 25 at the Sonora Research Station to participants in the Texas Agricultural Lifetime Leadership program.
- c. Recent Petition for Inquiry – Allen gave an update on the Petition for Inquiry by Cockrell Investments against the Middle Pecos GCD.

- d. Review of Production Reports Received – The District has received a number of well reports from permittees with water sales for the fracking job. Allen will be sending letters to permittees to remind them of their permit amounts for 2025.

**19. Operations Manager's Comments**

- a. Tax Deferral Affidavit from Sutton County Appraisal District – Tolleson informed the Directors that the District has received a tax deferral affidavit from the Sutton County Appraisal District for the property owned by Jose Castillo.  
Tolleson also informed the Directors that it was recently realized the District's office lease with the Edwards Plateau Soil & Water Conservation District had expired on September 30, 2024.  
The EPSWCD Directors will discuss a new lease at their meeting on February 12.

**20. Director Comments/Directives to Staff**

- a. Inform all staff members of salary increases
- b. Allen was asked to continue sending legislative updates to the Directors.

**21. Action, Discuss, or Consider meeting adjournment**

Campbell made a motion to adjourn at 12:25 p.m. with a second by Taylor. The motion passed unanimously.

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Presiding Officer

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Date

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Attesting Signature