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# SUTTON COUNTY UNDERGROUND WATER CONSERVATION DISTRICT

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**Board Meeting**  
**October 13, 2020 – 9:00 a.m.**  
**Edwards Plateau Soil & Water Conservation District Board Room**  
**301 S Crockett Ave.**  
**Sonora, Texas**

## **Minutes**

Directors Present via Videoconference: Robert Mayer, Butch Taylor, Erika Campbell, and Max Howorth

Directors Absent: James Archer

District Staff Present via Videoconference: Meredith Allen and Lana Tolleson

### **1. Call Regular Meeting to Order**

Board Chairman Robert Mayer called the meeting to order at 9:00 am with a quorum in attendance.

### **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. Rainfall and Water level report**

Consulting Manager Meredith Allen gave rainfall and water level reports.

### **5. Quarterly Well Registration Report**

Allen gave the Quarterly Well Registration Report

### **6. Action, Discuss, or Consider Approval of Minutes of the September 8, 2020 regular meeting.**

Director Max Howorth made a motion to approve the September 8, 2020 meeting minutes with a 2<sup>nd</sup> by Director Butch Taylor. The motion passed unanimously.

### **7. Action, Discuss, or Consider Approval of Bills and Financial Statements for September 2020.**

Allen and Operations Manager Lana Tolleson answered questions from the Directors concerning the September 2020 financial statements. Howorth made a motion to approve the September 2020 bills and financial statements. The motion was 2<sup>nd</sup> by Director Erika Campbell and passed unanimously.

### **8. Action, Discuss, or Consider Approval of FY 2019-2020 Budget Amendment**

Taylor made a motion to approve the FY 2019-2020 budget amendment and the motion was 2<sup>nd</sup> by Howorth. The motion passed unanimously.

### **9. Action, Discuss, or Consider Approval of Quarterly Investment Report – 4<sup>th</sup> Quarter FY 2019-2020**

Howorth made a motion to approve the Quarterly Investment Report for the 4<sup>th</sup> Quarter of FY 2019-2020. The motion was 2<sup>nd</sup> by Taylor and passed unanimously.

### **10. Action, Discuss, or Consider Approval of Update to District Investment Policy**

Taylor made a motion to approve the updates to the District Investment Policy as presented. The motion was 2<sup>nd</sup> by Howorth and passed unanimously.

### **11. Action, Discuss, or Consider Approval of 2020 Tax Roll for SUTUWCD for Sutton CAD**

Campbell made a motion to approve the 2020 Tax Roll and the motion was 2<sup>nd</sup> by Taylor. The motion passed unanimously.

### **12. Action, Discuss, or Consider Approval of TML Health COBRA-Continuation of Coverage**

Campbell made a motion to add COBRA Continuation of Coverage to the District's TML Health policy. The motion was 2<sup>nd</sup> by Howorth and passed unanimously.

### **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 10:23 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 11:20 a.m. No action was taken.

**15. Action, Discuss or Consider Purchase of new Phone System**

Allen and Tolleson reviewed bids received to install a new phone system in the District office. After discussion, Howorth made a motion to accept the bid from HCTC of \$5,165.25. The motion was 2<sup>nd</sup> by Taylor and passed unanimously.

**16. Action, Discuss or Consider Bid for Information Technology Services**

Tabled pending gathering additional information.

**17. Consulting Manager's comments**

- a. GMA 7 meeting update – Allen informed the Board that the GMA7 meeting was held on September 16 at the Caverns of Sonora. They had great attendance and everyone loved the venue.
- b. TWON Water Quality Roundup - Allen informed the Board that SUTUWCD will be participating in the Texas Well Owner Network's virtual Water Quality Roundup for Sutton, Edwards, and Kimble counties October 14 & 15. Water samples for participating well owners will be processed by SUTUWCD. This event satisfies the education objective of our district's Management Plan.

**18. Operations Manager's comments**

- a. Update on District Activity – Tolleson gave the Board an update on activities this past month including a local radio appearance to promote the TWON Workshop, collecting rainfall data and processing Intents to Drill in the absence of a technician, attending the GMA7 meeting at the Caverns and closing out FY 2019-2020.

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

- a. Find error between equity and income on Balance Sheet
- b. Proceed with purchasing phone system from HCTC
- c. Have prospective employee accompany staff while monitoring

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

Taylor made a motion to adjourn at 11:54 a.m. with a 2<sup>nd</sup> by Howorth. The motion passed unanimously.

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Presiding Officer

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Date

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Attesting Signature