

PECAN VALLEY GROUNDWATER CONSERVATION DISTRICT
1129 N. ESPLANADE, SUITE 1129, CUERO, TX 77954

MINUTES FROM
JANUARY 26, 2010 – 4:00 PUBLIC MEETING

BOARD MEMBERS PRESENT

Errol John Dietze, Chairman (At Large); Bob Davis, Vice-Chairman (Pct. 4); Gary Colman, Sec./Treas. (Pct. 2), Will Sauermilch, Director (Pct. 3) and Ted Aven, Director (Pct. 1)

ALSO IN ATTENDANCE

Kay Wild, PVGCD General Manager, and Charlotte Aitkens, PVGCD Office Assistant.

GUESTS: None

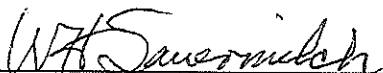
1. CALL TO ORDER: The meeting was called to order by Vice Chairman Davis at 4:00 pm in the absence of Chairman Dietze.
2. WELCOME OF GUESTS: None present.
3. MINUTES FROM PRIOR MEETINGS (11/3 and 11/24 2009): The minutes of the previous two meetings was provided in the board packets for board review and approval. A motion to accept the minutes as presented was made by Ted Aven, seconded by Gary Colman; the motion carried unanimously.
4. FINANCIAL REPORTS – OPERATING BUDGET TRANSACTIONS, P&L AND QUARTERLY REPORT: The financial reports were reviewed as presented by Charlotte Aitkens and presented in the board packet. With a motion from Will Sauermilch, seconded by Ted Aven, to approve the financial reports as presented, the motion carried unanimously.

5. PUBLIC COMMENT (LIMITED TO 3 MINUTES): None

Chairman Dietze arrived and Vice-Chairman Davis turned the meeting over to Chairman Dietze

6. CONDUCT ANNUAL ELECTION OF OFFICERS: With a motion from Gary Colman to nominate Will Sauermilch as Secretary/Treasurer, a second by Bob Davis, the motion carried unanimously. Gary Colman moved to elect by acclamation Bob Davis as Vice-Chairman and Errol John Dietze as Chairman; with a seconded from Will Sauermilch, the motion carried unanimously.
7. REVIEW DISCREPANCIES IN ALLISON INVOICE 8858 AND APPROVAL FOR PAYMENT OF ADJUSTED BILLING: The board reviewed Allison Invoice and discussed the discrepancies the General Manager noted in the bill. Bob Davis moved to adjust the \$8,195.79 invoice by \$1,707 and pay \$6488.79 to Allison for legal services. Will Sauermilch seconded the motion and the motion carried unanimously.
8. REVIEW AND APPROVE THE DISTRICT'S ANNUAL REPORT: The board received the General Manager's annual report prior to the meeting. Ted Aven moved to accept the Annual Report as presented; Bob Davis seconded the motion, and the motion carried unanimously.
9. COLETO CREEK QUARTERLY REPORT AND APPROVAL TO PAY INVOICE (BALANCE OF 209 ANNUAL COMMITMENT): Kay Wild presented the progress of the project, results from the first sampling and a recap of the December meeting with USGS. The District's annual commitment to the project had a balance due of \$7,548.62 for FY 2009. Will Sauermilch moved to approve payment of the remaining balance of the 2009 commitment. Ted Aven seconded the motion and the motion carried unanimously.
10. CONSIDER AND APPROVE CHANGE IN WELL LOCATING PROCEDURE: The General Manager discussed discontinuing the GPS locating prior to drilling exempt wells. The board agreed with the General Manager and no vote was necessary to the change in procedure.
11. ACCEPT RESIGNATION OF GARY COLMAN: Gary Colman submitted his letter of resignation after serving 10 years on the board of directors. With a motion to accept the resignation made by Will Sauermilch and a second from Bob Davis, the motion carried unanimously.
12. DISCUSSION AND POSSIBLE DECISION ON BOARD VACANCY REPLACEMENT: The board discussed several candidates for Gary Colman's replacement. The Board President was given the charge of contacting the individuals discussed to fill this vacancy.

13. CONSIDER AND APPROVE INCREASE TO WELL LOCATING FEE TO ADD WATER LEVEL AND WATER QUALITY SAMPLING: With the agreement to change the locating procedures in agenda item 10, this agenda item was unnecessary and no action needed.
14. CONSIDERATION OF PAY INCREASE FOR OFFICE ASSISTANT AND DESIGNATE AMOUNT OF INCREASE: The board went into executive session for discussion on the General Manager's request to increase the hourly wage paid to Charlotte Aitkins. After discussions were held, the board came out of executive session and resumed the regular meeting. Will Sauermilch made a motion to increase Charlotte Aitkins pay by \$2.00 an hour, effective February 1, 2010, and authorized the General Manager to increase hours as necessary and to make the necessary budget adjustments of \$650 from contingency to Personnel and Benefits. The second was made by Bob Davis and the motion carried unanimously.
15. DISCUSS AND POSSIBLE APPROVAL OF RELOCATION OF THE OFFICE: Bob Davis presented to the board a consideration of moving the district office to a location in closer proximity to the Courthouse. The property in question would need renovating and the rental charge had not yet been determined. It was brought to the board for discussion to consider the pros and cons of moving the office.
16. BUDGET ADJUSTMENTS
 - ENCUMBER RESERVES: Bob Davis moved to encumber \$150k for Future Legal Expenses and \$100k for Future Groundwater Studies. Ted Aven seconded the motion and the motion carried unanimously.
 - TRANSFER OF FUNDS TO COVER PAY INCREASE FOR OFFICE ASSISTANT AND FIELD AGENT IF APPROVED: No action was taken as it was previously handled.
17. MANAGER'S REPORT
 - Water Quality Monitoring Program
The general manager described the development of the District's water quality monitoring program.
 - DFC Conference
The General Manager shared information with the board that was gained at the conference. With the magnitude of information, and the need to better understand the DFC process, the General Manager asked the board to consider a workshop on February 15 to devote to this process.
 - Public Information Act/Records Management
The General Manager advised the board of the requirement of resigning board members to turn in all of their district information to the district office at the time of resignation. Notice was also made that all information regarding the district, including email messages, are considered public information.
18. REVISE DESIGNATION OF RECORDS MANAGEMENT OFFICER: The board amended the Records Management Policy to designate the position of General Manager, rather than Kay Wild as the records management officer.
19. NEXT SCHEDULED BOARD MEETING DATE – March 16. Special called meeting for DFC workshop, February 15, 2010.
20. PUBLIC COMMENT: None
21. EXECUTIVE SESSION: No executive session was called
22. ADJOURNMENT: The meeting was adjourned by Chairman Dietze at 5:30 pm following a motion from Bob Davis, a second from Ted Aven; the motion carried unanimously.



Sec/Treasurer-Will Sauermilch

Recorded: Charlotte Aitkens, Office Assistant