



Minutes

BRAZOS VALLEY GROUNDWATER CONSERVATION DISTRICT

112 West Third Street
Hearne, Texas

Regular Board Meeting
Thursday, October 11, 2012, at 3:00 p.m.

Board Chairman Steve Beachy called the meeting to order at 3:05 p.m.

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| Directors present: | Steve Beachy, David Stratta, Kent Watson, Pete Brien, Mark Carrabba, Stephen A. Boykin, | President Secretary Treasurer Director Director Director |
| Absent: | Bryan F. Russ, Jr., Tom McDonald, | Vice-President Director |
| Staff present: | Alan M. Day, Monique Norman, Cynthia Lopez, Carlos Rodriquez, | General Manager Attorney Office Manager Field Operations Manager |

Call meeting to order
Pledge of Allegiance
Roll call of Board Members
Public Comment

- a) Non agenda items
- b) Agenda items

1. Discussion and possible action on the Minutes from the September 13, 2012 Public Hearing and Regular Board Meeting. **A motion was made by Mark Carraba, second by, Stephen A. Boykin, to approve the Minutes from September 13, 2012 as presented. The motion passed unanimously.**
2. Review and authorization of payments made for services rendered for the month of September, 2012. **A motion was made by Kent Watson, second by David Stratta to approve the payments as presented. The motion passed unanimously.**
3. Discussion and possible action on presentation from Halff Associates concerning the potentials benefits to the District of utilizing ArcGIS programs for groundwater planning, forecasting, and daily operations. **(See presentation attached) No action was taken on this agenda item.**

4. General Managers Report

- Financial Reports
- Palmer Drought Severity, Crop Moisture, Additional Precipitation Needed Indexes
- Number of wells monitored for the month of September, 2012
- Average draw down levels across the aquifers (seasonal)
- Activities during the month of September, 2012

General Manager, Alan M. Day, presented the Board with the financial reports for the month of September 2012. (See attached report from the General Manger)

Carlos Rodriguez presented the Board with the wells monitored, a total of seventy-three (73) wells monitored, thirty-one (31) in Robertson County, and forty-two (42) in Brazos County and he added two (2) monitoring wells in Robertson County.

5. Discussion and possible action for General Manager to be put on the signature card authorizing purchases over \$500.00/No payee/payer signed checks. **A motion was made by Pete Brien, second by, Kent Watson to accept the policy as it's worded in this Agenda item 5. The motion passed unanimously.**
6. Discussion and possible action designating the General Manager as official District designee to Groundwater Management Area 12. **A motion was made by made by Pete Brien, second by, Stephen Boykin that the Board designate the General Manager as the official district designee for the Groundwater Management Area 12. The motion passed unanimously.**
7. Discussion and possible action on the District Document Retention schedule. **After much discussion on this agenda item 7, the Board directed the staff and legal counsel to bring the District Document Retention schedule back to a future meeting, once they have had time to make sure that correct information is in there, and to update the latest laws and procedures.**
8. Discussion and possible action authorizing the purchase of additional computer equipment (1) Laptop, (2) Projector screens, add (3) network jacks, cables, (1) 24" monitor, (2) UP supplies, (2) USB drives) and Labor cost, not to exceed \$9000.00. **A motion was made by David Stratta, second by, Stephen A. Boykin, to give the General Manager authorization to purchase additional computer equipment not to exceed \$9,000. The motion passed unanimously.**
9. Discussion and possible action on the modification of Email Protocol concerning Committee Meeting/Committee Work. **This agenda item was tabled. No action was taken.**
10. Discussion and possible action on revisions to the District Personnel Policy Handbook. **Chairman Steve Beachy thanked the committee members and General Manager for work done on revision of the District Personnel Policy Handbook.**
11. Discussion and possible action to waive 90-day waiting period for General Manager to access health insurance program. **A motion was made by Pete Brien, second by David Stratta, to waive the 90 day, and go to the 60 day waiting period for the General Manager concerning his health insurance. The motion passed unanimously.**
12. Discussion and possible action on revisions to the District Drought Contingency Plan. **Chairman Steve Beachy, asked the General Manager to post the red-lined addition for public consumption and bring it back to the Board with an appropriate resolution of adoption at the earliest convenience and to place for a public hearing and agenda for a resolution of approval.**

13. Discussion and possible action on revisions to the District Water Conservation Plan. **Steve Beachy, asked the General Manager to post the red-lined addition for public consumption and bring it back to the Board with an appropriate resolution of adoption at the earliest convenience and to place for a public hearing and agenda for a resolution of approval**
14. Discussion of proposed 2013 District Budget. **The proposed 2013 District Budget was discussed, Chairman Beachy, mentioned that the Board would see more of it in the next month or two. (Audio and Transcript of discussion are available)**
15. Discussion on 2013 Public Education Goals. The 2013 Public Education Goals were discussed. After much discussion the 2013 Public Education Goals were discussed. **(Audio and Transcript of discussion are available)**
16. Discussion of possible future agenda items. **General Manager, Alan M. Day, provided the Board with a list of short-term goals for November and December. (See attached)**
17. Adjourn, **Chairman Beachy, asked Director, Stephen A. Boykin, second by Pete Brien for adjournment. The motion passed unanimously.**

Signed this 8th, day, of November, 2012


David Stratta, Secretary

The Board of Directors may meet in closed session, pursuant to the Texas Open Meetings Act, Texas Government Code §§ 551.071-551.076, to:

- (1) consult with attorney ;
- (2) deliberate regarding the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the District in negotiations with a third person;
- (3) deliberate a negotiated contract for a prospective gift or donation to the District if deliberation in an open meeting would have a detrimental effect on the position of the District in negotiations with a third person;
- (4) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a Board member or District employee;
- (5) to receive information from employees or question employees, but not deliberate public business or agency policy that affects public business; and
- (6) to deliberate the deployment or specific occasions for implementation of security personnel or devices.

The Board may also meet in open session on these matters as required by the Texas Open Meetings Act, Texas Government Code § 551.102.

**** Agenda items may be taken out of order at the discretion of the Board Chairman**