



## Minutes

### **BRAZOS VALLEY GROUNDWATER CONSERVATION DISTRICT**

112 West Third Street  
Hearne, Texas

#### **Regular Board Meeting**

Thursday, August 9, 2012, at 3:00 p.m.

Call meeting to order

Board Chairman Steve Beachy called the meeting to order at 3:04 p.m.

Directors present:	Steve Beachy,	President
	Bryan F. Russ, Jr.,	Vice-President
	David Stratta,	Secretary
	Kent Watson,	Treasurer
	Pete Brien,	Director
	Mark Carrabba,	Director
	Tom McDonald,	Director
	Stephen A. Boykin,	Director

Staff present:	Monique Norman,	Attorney
	Cynthia Lopez,	Office Manager
	Carlos Rodriguez,	Field Operations Manager

Call meeting to order

Pledge of allegiance

1. Discussion and possible action on the Minutes from the, July 10<sup>th</sup> & 11<sup>th</sup>, 2012 Board Meeting's, July 12<sup>th</sup>, 2012 Public Hearing and Regular Board Meeting, July 17<sup>th</sup>, 2012 Special Board Meeting. **A motion was made by Tom McDonald, second by Mark Carrabba, to approve all the Minutes for the following dates, July 10, 11, 12 and 17, 2012 as presented. The motion passed unanimously.**
2. Review and authorization of payments made for services rendered for the month of July 2012. **A motion was made by Bryan Russ, second by Tom McDoanld, to approve the payments as presented. The motion passed unanimously.**
3. Discussion and possible action on the proposal and presentation from Joe Carver, Senior Account Executive for DOCUmentation on the copier and digitizing all of the District records. **A motion was made by Bryan Russ, second by Stephen Boykin, for the District to accept the proposal subject to an agreement and joining the Brazos Valley Council of Governments. The motion passed unanimously.**
4. Discussion and possible action on Health Care Insurance for Mr. Alan Day's spouse. **A motion was made by Bryan F. Russ, Jr., second by Kent Watson, that if not already in the District Personnel policy, to amend the personnel policy to make available to the employees that their dependents can be covered under the healthcare policy at their expense. The motion passed unanimously.**

5. Discussion and possible action to cover expenses of a moving company for relocation to Robertson County for Mr. Alan Day. **A motion was made by Pete Brien, second by David Stratta, to approve expenditures of up to \$3,000 in payment, directly to the moving company or reimbursement for the moving expenses. The motion passed unanimously.**
6. Discussion and possible action with regards to employee and district fuel reimbursement. **A motion was made by Stephen A. Boykin, second by Tom McDonald, to the degree that if it's not already covered in the District Bylaws and/or Personnel Manual or that it's unclear that the District will amend and include in the Bylaws and/or the Personnel Manual that should any employee or director have to make use of their personal vehicle and incur expenses in purchasing fuel for District business that the District will be reimbursed if necessary. The motion passed unanimously.**
7. Discussion and possible action on the bids received for the District vehicle. **A motion was made by Kent Watson, second by Bryan F. Russ, Jr., to purchase the 2012 Chevrolet vehicle from Derek's Scott's Auto Park for District use. The motion passed unanimously.**
8. Discussion and possible action on providing a retirement and life insurance plan for employees of the District. **No action required on this agenda item. Will discuss and take possible action at a future Board meeting.**
9. Discussion and possible action on Budget adjustments and amendments. **A motion was made by Stephen A. Boykin, second by Mark Carrabba, to approve, adjustments and amendment to the 2012 Budget in the amount of \$5,817.81 for the computers and \$28,180.69 for the truck with any remaining license be covered within the budget. The motion passed unanimously.**
10. Staff Report
  - Financial Reports
  - Drought Severity Reports
  - Number of wells monitored for the month of July 2012

**Cynthia Lopez, Office Manager presented the financial reports to the Board, and gave an update on the Expenses by Vendor Summary regarding the City of Hearne's electric bill being double billed for the month of June. She informed the Board that she had made contact with the City Manager, to hopefully resolve the issue. She also reported on the rebates of \$700.00 for the month of July 2012 for Rain Barrels, leaving a balance of \$1,700.00. Carlos Rodriguez gave an update on the drought severity reports, and reported that 79 wells were monitored for the month of July 2012, 51 wells in Robertson County and 28 in Brazos County.**

11. Legal Report

**Monique Norman, mentioned that she provided the District Board information about the appeal for the Desired Future Conditions (DFC's) from the Texas Water Development Board and if anyone had questions or would like a summary she would be happy to address.**

12. Discuss and possible action amending Personnel Policy to restrict and/or prohibit bringing children to the work place and allowing children to occupy or ride in District vehicles; amending other provisions relating to the use of District Vehicles and Employee Benefits. **A motion was made by Bryan F. Russ, Jr., second by David Stratta, authorizing Mr. Alan Day to review the Personnel Policy, and work with the personnel Policy committee to amend, if it's not otherwise there, that employees are not to allow children to ride in the District vehicles and that children are not to be brought to the District office. The motion passed unanimously.**

13. Discussion and possible action of the Brazos Valley Groundwater Conservation Districts Attorney, Monique Norman. **After much discussion from Director, David Stratta and Monique Norman, A motion was made by David Stratta, second by Pete Brien to terminate Mrs. Norman's contract immediately. A vote two (2) for and six (6) opposed, the motion failed.**
14. Executive Session: The Board of the Brazos Valley Groundwater Conservation District will meet in a closed meeting pursuant to section 551.074 of the government code to discuss the employment, reassignment, evaluation, duties, discipline or dismissal of the *District's Attorney, Monique Norman*. ***This agenda item was pulled from the Agenda, not applicable.***
15. Return to Open Session: The Board will return to open session to discuss and take action, if any, on the employment, reassignment, evaluation, duties, discipline, or dismissal of the *District's Attorney, Monique Norman*. ***This agenda item was pulled from the Agenda, not applicable.***
16. Closed Session: Government Code 551.071 - .076 – To deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a Board member or District employee. ***(Regarding District employee Carlos Rodriguez). Steve Beachy, Chairman stated to Carlos Rodriguez, if he wished the option to discuss in Open Session, otherwise the Board would go into closed session. Employee, Carlos Rodriguez, preferred to discuss in Open Session.***
17. Discussion and possible action regarding matters discussed in Closed Session. ***(Regarding District employee Carlos Rodriguez). Open Session, after much discussion with employee, Carlos Rodriguez, A motion was made by Bryan Russ, Jr., second by David Stratta, not to take action on this agenda item. This would be discussed and dealt with appropriately, once Mr. Alan Day, becomes General Manager for the District. The motion passed unanimously.***
18. Hear Visitors
19. Discussion of possible future agenda items.
20. Adjourn

Signed this 13<sup>th</sup>, day, of September, 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**