Board Minutes of The

Permian Basin Underground Water Conservation District

January 21, 2021

**Agenda 1** - The President will call the regular meeting to order via video/teleconference.

* Board President Richie Tubb called the regular meeting to order at 7:08 p.m. Also in attendance: Vice President Raymond Straub Jr., Board Members Brandon Borgstedt and Ed Miller, Interim General Manager Amy Bush, District Staff Michelle Flores and Shain Howard, Auditor Josh Haislip and members of the public Gil Vanderventer and Jeff Johnson.

Permian Basin UWCD, in order to maintain governmental transparency and continued government operation while reducing face-to-face contact for government open meetings, implemented measures according to guidelines set forth by the Office of the Texas Governor, Greg Abbott. In accordance with section 418.016 of the Texas Government Code, Governor Abbott has suspended various open-meetings provisions that require government officials and members of the public to be physically present at a specified meeting location. PBUWCD’s adherence to the Governor’s guidance temporary suspension procedure ensures public accessibility and opportunity to participate in PBUWCD’s Public Hearing.
**Members of the public wishing to make public comment during the hearing were directed to register by emailing** permianbasin@pbuwcd.com **prior to 2:00 p.m. on January 21, 2021. A copy of the agenda packet was available on the PBUWCD’s website at the time of the hearing.**

In accordance with Chapter 36.408 of the Texas Water Code, the details and record of this hearing were recorded and will be on file at the District Office.

**Agenda 2** – Public Comment (Limited to 5 minutes and may speak on any agenda item)

* There were no public comment registrations emailed to the District nor were there public comments made at the time of meeting.

**Agenda 3** – The Board will consider approval of the minutes of the board meeting of December 7, 2020.

* Motion made to amend minutes to include reference to Interim Manager being the GMA voting member in order to provide proof to GMA 2. Raymond Straub made the motion to amend the minutes, Ed Miller seconded the motion and it passed unanimously. Raymond Straub then made motion to approve the amended minutes. It was seconded by Ed Miller and passed unanimously.

**Agenda 4** - The Board will consider approval of a report from the manager on the financial status of the PBUWCD and of the bills incurred by the District since the last Board meeting.

* The financial statements and bills for December 2020 were reviewed.
* Motion to approve December 2020 financial statements and bills – Raymond Straub Jr., Second – Brandon Borgstedt. All approved.

**Agenda 5** – The Board will consider approval of the annual audit report.

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* Josh Haislip gave an unqualified opinion on the District’s audit, which is the highest possible rating. He commended the staff and board on the checks and balances in place in their financial policy. Motion was made to accept the annual audit report by Ed Miller and seconded by Raymond Straub Jr. All approved.

At this point Brad Tunnell joined the meeting and apologized for running a little late.

**Agenda 6** -The Board will consider approval of applications, extensions, and amended permits received since the last Board meeting.

* Motion to approve – Brad Tunnell, Second – Raymond Straub Jr. Brandon Borgstedt refrained from voting since he has permits on the agenda. He has already signed a disclosure of conflict of interest. All approved.

**Agenda 7** – The Board will discuss GMA 2 draft modeling scenarios.

* Amy showed the board some of the tables and figures from the draft technical memo from Dr. Bill Hutchison. This round of planning the GMA decided to do a small update of the Dockum modeling since so many wells had been added since the last time. There were wells added in Dawson, Gaines, Howard, and Martin counties. Dr. Hutchison ran 5 scenarios of possible drawdown using different pumping rates. After reviewing the material the board instructed Amy they were most comfortable with Scenario 19 and she said she would take that information to the GMA 2 meeting on Tuesday the 25th.

**Agenda 8 –** Manager’s Report

* Amy let the board know that since she was only the interim manager that the manager’s report was going to be somewhat longer than usual so the board could be sure to know everything that was going on. She reported Shain was about a quarter done measuring wells and had gotten stalled out by the weather. She reported Misty was out for 2 weeks at the beginning of January because her whole family came down with Covid. The District also lost their IT consultant starting at the end of the month and she asked him to recommend a replacement. Amy asked the Board to consider whether they might be open to supporting any 4-H student who wanted to be a water ambassador in the future. She reported the interest rates at that banks have fallen to almost zero, and reported that we were nearing our FDIC insured rate on our operating accounts and asked if she could start the process of putting some money into CD’s. The Board instructed her to start getting information ready to get $50,000 put into a CD at Western Bank, and to open $100,000 CD’s at both the First United Bank in Lamesa and the Glasscock County Bank with Michelle, Richie and Raymond as signatories on the new accounts. There are a few bigger bills like the new pickup that will come out of the accounts soon, but the District is also expecting another extra check from oil and gas revenue. Martin County estimated that extra check will be $35,000. Amy asked Richie and Brad to come by to sign checks and minutes when they could, and asked Brandon and Ed to take the open meetings act training when they could. She will send them the link to that training. Amy brought up that TWDB has their Ag Conservation grant open again and asked if the board wanted to consider applying for a grant for meters. After much discussion the Board decided to wait on that a year. Amy gave a quick report on the legislative bills the WTRGA is tracking. Amy brought up that all contracts are signed for the 4 monitoring well locations and Ray had the specs for the RFP ready to go. She asked the board if they were ready to publish that RFP in the papers and start the process of picking a driller and drilling those wells. Raymond suggested that a lot of work and the District might want to have a general manager in place before starting that process.

**Agenda 9** - The Board will consider adjourning into Executive Session in accordance with the Open Meeting Act, Texas Government Code 551.074 (A) (1) 1.

* + Adjourn to Executive Session to discuss personnel matters.
	+ The President in accordance with the Open Meeting Act, Texas Government Code 551.074 (A) (1) 1 adjourned into Executive Session at 8:43 p.m. Motion was made by Raymond Straub Jr. and seconded by Brad Tunnell. It passed unanimously.

**Agenda 10**- The Board will reconvene in Open Session.

* The President reconvened into Open Session at 9:24 p.m.

**Agenda 11** - The Board will discuss and may take action on items discussed in Executive Session.

* Motion to have a meeting February 4, 2021 for the purpose of holding virtual interviews was made by Raymond Straub Jr.. Second – Brandon Borgstedt. All approved. The intention of the board is to still hold their regular Board meeting February 25, 2021.

**Agenda 12** – Adjourn

* Motion to adjourn – Raymond Straub Jr., Ed Miller, Second –All approved.

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 President, Richie Tubb

Attest:

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Board Member, Brad Tunnell

Date Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_