Board Minutes of The

Permian Basin Underground Water Conservation District

January 21, 2020

**Agenda 1** - The President will call the regular meeting to order.

* President Richie Tubb called the regular meeting to order at 7:19 p.m. Also in attendance: Vice President – Raymond Straub Jr., Board Member- Brad Tunnell, General Manager- Donna Springer, Administrative Assistant – Michelle Flores, and Josh Haislip with Stallings and Herm CPAs

**Agenda 2** – Public Comment (Limit 5 minutes)

* President Richie Tubb noted no public in attendance.

**Agenda 3** - The Board will consider approval of the Audit for the fiscal year ending September 30, 2019

* Josh Haislip reported on the Annual Audit performed.
  + Mr. Haislip commended the staff on the District books.
  + District’s current year Tax Collection Ratio was 98.62% this year, after adding delinquent taxes and penalty and interest the collections were 101.13%.
  + Signing of: Professional Standards requirement letter providing information related to Stallings and Herm audit; The Affidavit – Josh Haislip will send to the State.
* Motion to approve – Brad Tunnell, Second – Raymond Straub Jr. All approved.

**Agenda 4** - The Board will consider and may appoint a new Board Member(s).

* After discussion, motion to table - Raymond Straub Jr., Second – Brad Tunnell. All approved.

**Agenda 5** - The Board will discuss and consider a contract to oversee the construction of monitor wells with RMBJ Geo Inc.

* Motion to approve the contract as presented - Brad Tunnell, Second – Raymond Straub Jr. All approved.
* The Board instructed the manager to contact attorney Troupe Brewer to draft an agreement between the District and the landowners for the Monitor Well Project.

**Agenda 6** – The Board will consider approval of the minutes of the board meeting of November 21, 2019.

* Motion to approve – Brad Tunnell, Second – Raymond Straub Jr. All approved.

**Agenda 7** - 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 November and December 2019 were reviewed.
* Motion to approve November and December 2019 financial statements and bills – Raymond Straub Jr., Second – Brad Tunnell. All approved.

**Agenda 8** – Manager’s Report

* + Michelle Flores started as the Administrative Assistant on December 2nd. She is doing a great job.
  + The field tech, Shain Howard has started the annual water level measurements. He should finish up the first part of February.
  + We have had three property line waivers filed with the district since the rule changes went into effect on October 1, 2019.
  + Amy Bush with RMBJ Geo Inc. & I will be attending the Permian Basin Water in Energy Conference in Midland on Feb. 19th.
  + TAWC will be presenting their 6th Annual Water College on January 23, 2020.
  + The next meeting is scheduled for February 6th due to Election deadlines. The March meeting is scheduled for 19th.

**Agenda 9** -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. All approved. Raymond Straub Jr. signed a conflict of interest form due to quorum of three.

**Agenda 10** – Adjourn

* Motion to adjourn – Brad Tunnell, Second – Raymond Straub Jr. All approved.

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President, Richie Tubb

Attest:

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Vice President, Raymond Straub Jr.

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