



MINUTES OF THE
Hemphill County Underground Water Conservation District
Board Meeting
July 20, 2023, @ 5:30 P.M
Hemphill County UWCD District Board Room

The Hemphill County Underground Water Conservation District Board met with the following in attendance: Marty Carr, Spencer Hanes, Elizabeth Light, and Tom Isaacs.

Others Present: Janet Guthrie-General Manager HCUWCD, Britney Britten, Charles and Janyth Bowers, and Marcus Hardcastle

Members Absent: Craig Cowden

1) ESTABLISHMENT OF A QUORUM

Following roll call President Marty Carr established a quorum of the Board was present and called the meeting to order at 5:38 p.m. on 07-20-2023.

2)Public Comment

None

3) Consent Agenda

(a) Review and Approval of Minutes of Board Meeting held as follows

- June 19, 2023

Action: Motioned by Spencer Hanes and seconded by Elizabeth Light to approve Consent Agenda Item 3 (a)

Vote:4-0 In Favor

4)Action Agenda-These items may not have been addressed in the order in which they are listed:

a. Have discussion with representatives from Panhandle Groundwater Conservation District regarding their rules and procedures for groundwater management.

Action: Britney Britten, General Manager of the Panhandle GCD presented a power point which outlined the history and issues surrounding the adoption and amendment of the District Rules. Mrs. Britten explained the desire of the board to improve the public's understanding of the rules and means of production management. Mrs. Britten discussed the allocation methodology and the one time waiver that is available to producers. Charles Bowers also shared his insight as to the history behind the changes and what his thoughts and concerns were at the time.

No action was taken – discussion only.

Vote: None taken

Britney Britten, Marcus Hardcastle, Charles and Janyth Bowers left at approximately 8:00 pm.

b. Review Rules Regarding Waste

Action: Motion by Elizabeth Light second by Spencer Hanes for the District propose no revisions to the current rules regarding waste for fiscal year ending September 30, 2023.

Vote: 4-0

(c).Take up, consider and take action on Resolution and Order No. 2023-03 Adopting Investment Policy and Strategy Statement

Action: Motion by Spencer Hanes and Seconded by Elizabeth Light to approve Resolution 2023-03 By the Board of Directors of the Hemphill County Underground Water Conservation District Adopting an Investment Policy and Investment Strategy Statement.

Vote: 4-0

(d) Approve contract from Doshier, Pickens and Francis LLC for financial audit services for fiscal year ending September 30, 2023

Action: Motioned by Tom Isaacs and seconded by Spencer Hanes to approve the contract as presented by Doshier Pickens and Francis LLC for financial audit services for fiscal year ending September 30, 2023.

Vote: 4-0 In Favor

(e) Discuss Management Plan Hearing and Take up, consider and take action to approve the Amended Management Plan and Adopt Resolution and Order No. 2023-04

Action: Motioned by Spencer Hanes and seconded by Elizabeth Light to adopt the amended management plan and resolution and order No 2023-04 and authorize the general manager to take all final actions necessary to complete the submission to the Texas Water Development Board for review and approval.

Vote: 4-0 In Favor

(f) Take Up, Consider and Take Action on Management Report from General Manager, discussing recent meetings attended, well Registrations and permits acted on by the General Manager, status of any administratively incomplete applications, field and water quality lab activity report, activities related to District's Education program, rainfall information and quarterly drought report.

Action: Motioned by Elizabeth Light and seconded by Spencer Hanes to approve the management report for June, 2023 and quarterly drought report.

Vote: 4-0 In Favor

(g) Take Up, Consider and Take Action to Approve June 2023, Financial Reports, Ratify Bills Paid for June 2023 and approve the June 30, 2023 Investment Report

Action: Motioned by Spencer Hanes and seconded by Tom Isaacs for the board to approve the June 2023, financial reports and ratify the bills paid in June 2023.

Vote: 4-0 In Favor

(h) Amend Budget for Fiscal Year October 1, 2022 thru September 30, 2023

GM Janet Guthrie provided a list of separate line items that would be increased or decreased, and she reported the net change is an increase in income related to the unbudgeted interest earnings.

Action: No Action – discussion item only

Vote: 4-0

(h) Budget Work Session FY 2023-2024

General Manager Janet Guthrie presented another version of the draft budget that had the certified tax roll at the same rate. Mrs. Guthrie advised the board that she will have the 3 required tax rates later in the month. The board worked through several items of discussion. The board advised the GM:

1. Interest Income – budget 50% of expected income
2. Capital Outlay – wait until FY 24-25 to update computers
3. Payroll – discussion was for the GM to pursue other options such as Health Savings Accounts or Health Reimbursement Account contributions and not put the money into salary.

Action: No Action – discussion item only with directives for future items of consideration and action.

Vote: No vote taken

(i) Take up consider and take action to Select Medical, Dental and Vision insurance provider and plan for fiscal year 2023-2024

Action: motion by Elizabeth Light and seconded by Spencer Hanes to obtain Medical, Dental and Vision Insurance with TML Option 1 medical plan and provide \$200 contribution toward family medical and make a \$3,000 contribution to each employee's Health Savings Account to offset the increase in the deductible.

Vote: 5-0 in Favor

(j) Rules Work Session to discuss Chapter 5

Action: No Action – discussion item only – Discussed different allocation amounts and methods.

Vote: No vote taken

(5) Discussion Agenda

(a) Discuss Items for Future Board Meeting Agenda and Set Next Meeting Date and Time

Action: following open discussion, the next meeting date will be August 21-25, 2023 at 5:30 pm.

6.) Adjournment

Action: Motioned by Elizabeth Light and seconded by Craig Cowden for the board to adjourn at 10:12 pm.

Vote: 5-0 In Favor

Marty Carr, President

Elizabeth Light, Secretary