

**MINUTES OF THE BOARD MEETING
RED RIVER GROUNDWATER CONSERVATION DISTRICT**

THURSDAY, FEBRUARY 14, 2013

**AT THE GREATER TEXOMA UTILITY AUTHORITY
BOARD ROOM
5100 AIRPORT DRIVE
DENISON, TX 75020**

Members Present: George "Butch" Henderson, George Olson, Don Wortham, David Gattis, Harold Latham, Don Morrison, Mark Patterson

Members Absent: None

Staff: Jerry Chapman, Carolyn Bennett, and Carmen Catterson

Visitors: Jonathan Cannon, Herald Democrat
Joey Rickman, City of Honey Grove

1. Call to order, declare meeting open to the public, and take roll.

President Henderson called the meeting to order at 2:01 PM. All members were present.

2. Public Comment.

No comments received.

3. Consider approval of Minutes of December 12, 2012, public hearing and board meeting

Board Member Morrison motioned to approve the Minutes of the December 12, 2012 public hearing and board meeting. The motion was seconded by Vice President Olson and passed unanimously.

4. Review and approval of monthly invoices.

President Henderson reviewed the invoices provided for payment. The Lloyd Gosselink Firm invoices for November and December were primarily for modifying the Temporary Rules.

Board Member Patterson motioned to approve the monthly invoices for a total of \$33,630.27. The motion was seconded by Vice President Olson and passed unanimously.

5. Receive Monthly Financial Information

Mr. Chapman clarified that the overage in the 2012 budget for accounting was due to the purchase and conversion to the ASYST accounting program. The overage in the contract services line item was expected and due to contracting for additional well registration website and hydrogeological services.

Currently, the \$0.06 per 1,000 gallons of production is sufficient to meet the District's expenses. The transition from the previous billing mechanism to quarterly billing for production should be seamless and not disrupt any District activities. The Board agreed to meet on the third Thursday every other month.

The staff requested direction regarding invoices that are submitted and need payment on a more frequent basis than 60-days. President Henderson recommended paying budgeted expenses as they are received and then approve them at the next meeting. Unexpected bills would still need to be approved by the Board. Board Member Morrison recommended staff emailing the invoices to the Board for review and payment approval. President Henderson recommended emailing it to the president and vice president for payment approval, followed by approval at the next Board meeting.

Board Member Morrison motioned to hold meetings every other month on the third Thursday at 2:00 PM. The motion was seconded by Board Member Gattis and passed unanimously.

6. Consider and discuss frequency of meetings and payment of legal invoices

In the past the Board has stated that they did not feel it was necessary to meet unless necessary, with which the staff agrees. The State statute requires that the Board meet at least quarterly. The Board has the option of meeting monthly, every other month or quarterly. President Henderson recommended meeting every other month with the next meeting being in April. This would enable the Board to not fall behind in activities.

7. Consider and act upon a resolution establishing a meter re-sealing fee for wells

The Board approved sealing meters to maintain the integrity of the meter readings in their Temporary Rules revision in December 2012. The initial seal will be installed by the District at no charge to the well owner. However, the Board could adopt a fee to install a replacement meter in the event a meter has been relocated or replaced. This is particularly common with energy wells where they move meters between wells on a regular basis. Board Member Patterson recommended providing a seal at no cost to the well owner one every two years, since meters do need to be replaced on a regular basis. Public water suppliers do not regularly move meters, but do have to change them to address mechanical failure.

The Board discussed what circumstances should be charged and what should be exempt. Meter repair and maintenance should not be charged, but meter relocation should incur a charge. Board Member Gattis asked how the suggested fee of \$250 was determined. Mr. Chapman responded that the staff calculated that the sealing each meter could take several hours, plus travel time and mileage would cost approximately \$250 to the District. The staff agreed to redraft a new resolution with the changes discussed by the Board and to bring it back to the next meeting.

This item was tabled until the next meeting.

8. Receive update on District well registration website project

The staff updated the Board on the status of the contract with Alan Plummer Associates, Inc., which is now complete and Phase 2 contract with IT Nexus. The staff has no complaints and the contractors have been very responsive.

9. Receive Management Plan Quarterly Report Regarding Assessment of Drought in District

This was discussed under Item 10.

10. Receive 2012 Annual Report

