

# Fayette County Groundwater Conservation District

P.O. Box 625  
254 N. Jefferson St., Room 600  
La Grange, Texas 78945  
Telephone: (979) 968-3135  
Fax: (979) 968-3194

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## MINUTES

### of the January 5, 2004 Board of Directors Meeting

**Directors Present:** William P. Kohlleppe, Rodney Willis, Martin Manuel, Clay Rightmer, Carl Wendler  
**Directors Absent:** none  
**Others Present:** District manager Linda Streicher, Assistant County Attorney Harold Streicher

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The meeting was called to order by President Kohlleppe at 8:30 a.m. on January 5, 2004 at the District Office in Room 600 of the Fayette County Agricultural Building at 254 N. Jefferson in La Grange, Texas. A quorum to conduct business was declared to be present.

Two members of the public were present: Allen Mueller from Fayetteville, and Cynthia Thornton from Round Top.

Minutes from the previous meetings of December 1st, 2003, which were mailed out to the directors in advance of the meeting, were approved with no corrections.

The financial statement was distributed for review, and all outstanding bills were listed to be paid. Mr. Wendler **moved** to accept the financial statement and pay the bills that were presented, Mr. Manuel **seconded** the motion and it was **approved**.

A quote from a company which had contacted the District to lease a copier and to provide all maintenance, service calls, and toner, was presented by Mrs. Streicher. Mr. Rightmer **moved** that Mrs. Streicher obtain at least two more bids for the copier. Mr. Manuel **seconded** the motion and it was **approved**. Mrs. Streicher requested permission to build the District s'website, an outline of which she and Mr. Rightmer have already drafted. Mr. Rightmer **moved** that the Board authorize the new website and purchase of a web hosting service (approximately \$65 per year). Mr. Wendler **seconded** the motion and it was **approved**. Mrs. Streicher presented a draft of the Winter 2003 issue of the District s'newsletter, which had been delayed so that it could include information about the new rules.

The Board then discussed the specifics of an employee policy. A sample manual used by other groundwater districts was presented. It was agreed that the District should follow the Fayette County employee policies as much as is practical. A copy of that manual will be mailed to all Board members prior to the next meeting.

Mrs. Streicher suggested that the Board develop a uniform policy for handling any complaints that the District might receive, such as for water waste or contamination. Mr. Willis was nominated to give some thought to this, due to his extensive business experience.

The Board decided to keep the current office hours, freeing the District Manager to be in the field as needed, with a total work week of 30 to 40 hours. The District Manager will monitor the answering machine daily.

Mr. Wendler mentioned that he believed the District should be doing more public presentations. The Board asked him to develop a written policy for consideration at the next meeting. Mr. Wendler also suggested that the District publish an article in the local newspapers at least once a week. Mrs. Streicher will check with one of the newspapers to see what their policy is on weekly columns or articles.

A set of operational forms, which had been reviewed in previous meetings, was distributed to all Board members. Mr. Wendler **moved** that the forms be accepted and adopted into use. Mr. Manuel **seconded** the motion and it was **approved**.

Items were identified for the next meeting s`agenda. The next meeting is set Monday, February 2, 2004 at 8:30 a.m. in Room 600 of the Fayette County Agricultural Building.

Mr. Wendler made a **motion** to adjourn, which was **seconded** by Mr. Manuel and **approved**.

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Wm. Paul Kohlleppel, Jr., President

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Martin Manuel, Secretary-Treasurer