
KIMBLE COUNTY GROUNDWATER CONSERVATION DISTRICT

Board Meeting

January 12, 2026 – 6:00 PM

Kimble County GCD Office

731 Main Street Suite B / P.O. Box 31

Junction Texas 76849

MINUTES

Directors Present: Reginald Stapper, Clint Smith, and Mike Carter

District Staff Present: Meredith Allen

Public Present: None

Regular Board Meeting

1. Call Meeting to Order, establish a quorum.

Reginald Stapper called the regular business meeting to order at 6:08 pm.

2. Public Comment Period- no public comments were received.

3. Consider, possible action to Approve Minutes of the November 17, 2025, meeting

Clint Smith made a motion to approve the minutes of the November 17, 2025, meeting and Mike Carter seconded the motion. The motion carried.

4. Consider, possible action to approve financial report & payment of bills

Mike Carter made a motion to approve the financial report given by Meredith Allen and pay the pending bills and Clint Smith seconded. The motion carried.

5. Consider, possible action to approve Interlocal Agreement to share the District Vehicle with Menard Co UWD

Clint Smith made a motion to approve the Interlocal Agreement to share the Menard County UWD's Jeep presented by Meredith Allen. After review, Mike Carter seconded and the motion carried.

6. Consider, possible action to approve Interlocal Agreement with West Texas Regional Groundwater Association for legislative consultant agreement

Mike Carter made a motion to approve the Interlocal Agreement with the West Texas Regional Groundwater Association to cost share the legislative consultant. The motion was seconded by Clint Smith and passed unanimously.

7. Executive Session: Deliberations about Personnel Matters: In Accordance with Government Code 551.074 to deliberate office assistant position

At 6:40, Clint Smith made a motion to enter into executive session and Mike Carter seconded. The motion carried.

8. Reconvene into open session, possible action to approve office assistant position and consider employee compensation packages

At 6:47 Clint Smith made a motion to reconvene into open session. The motion was seconded by Mike Carter and passed unanimously. Clint Smith then made a motion to approve Meredith Allen to interview potential candidates and offer a position to the most qualified candidate, and to add a one-time \$1,000 retention incentive to Meredith's salary. Mike Carter seconded and the motion carried.

9. Consider, possible action to approve change in office hours

Meredith reported that once a new employee was hired the office hours would change to Monday, Wednesday, Friday. Clint Smith made a motion to accept the change in office hours and Mike Carter seconded. The motion carried.

10. Quarterly Well Registration Report – tabled

11. Manager's Report/Directives to Staff - Meredith stated she would be attend the TAGD quarterly meeting on January 20th and the next GMA 7 meeting is February 18th. No action was taken. She stated that Pcts. 11, 14, and 15 would be up for a new term and applications would be accepted January 14th through February 13th.

12. Consider, possible action set next meeting and adjourn.

Clint Smith made the motion to set the next meeting for February 9, 2026, and adjourn the meeting at 7:12 pm. Mike Carter seconded, and the motion carried.


Board Representative