

**Crown Mountain Water Supply Corporation
Board of Directors Meeting
Minutes of Meeting**

Date: August 8, 2020

Time: 10:00 am

Place: Senior Center, Camp Wood, Tx

Board Members Present:

President	Lee Gruver	A by phone
Vice President	Rick Garza	A
Treasurer	Sam Ferguson	A
Secretary	Patricia Isham	A
Assistant Secretary	John Klebenow	A

CMWSC Employees:

Well Operator	Chano Falcon	A
Business Manager	Nora Falcon	A

Other Well Corporation Members in attendance:

Linda Ferguson, Yvonne Miller, John Florence, Barb Florence, Adria Garza

Call to order at 10:01am by John Klebenow.

Pledge of Allegiance

Statement of Board of Directors: In a June 26,2020 email to all Board Members, John Klebenow motioned that we accept Babette Eikenberg’s resignation as Vice President, and appoint Rick Garza to the position of Vice President for the remainder of the term. Sam Ferguson seconded. Unanimously approved at meeting.

Approval of Minutes: Unanimously approved.

REPORTS:

Business Manager’s Report: Nora Falcon reported 34 metered and 29 non-metered (maintenance accounts) which now gives us 63 total accounts. Gave John new transactions for new certificates. 1 lien still standing, no payment. Nora submitted Lien account amount in writing to the Board. Nora brought up that Deed Restrictions should be uniform. The Water Corporation is allowed to make changes as it relates to water. There is a legally binding covenant between property owner and Water Corporation.

Adria proposed writing a draft of Water Policy changes to be discussed at next meeting.

Preserving the territorial integrity of our easements is important for the Corporation.

John K. proposed that it be an agenda item for next meeting.

Is there liability for the Board if not enforcing deed restrictions?
Need to discuss in next meeting.

Treasurer's Report: Sam Ferguson reported with a Balance sheet handout. \$70,955.72 Total Assets. Looks like the Corporation is doing good. Questioned to see if we need to move \$10,000 from checking to savings. Sam made motion. Patricia seconded. Unanimously approved. Contractor vs. Employee would require a new payroll system, Workman's Comp Insurance. Cost is too high. Sam made motion to maintain the existing contractor relationship with the Business Manager and Water Well Operator positions. Rick seconded. Approved Unanimously. WORK DAY FOR CONTRACT UPDATES – Monday October 19, 2020 10:00am Senior Center. Sam requested a storage building for well site be purchased, used to hold paperwork and records. Rick and Sam to further research storage building options. This will be tabled until more information and pricing is gathered. Signs of San Antonio are being considered for signage for water line for "Do Not Dig" alerts. If getting 36 -8 x 12 signs, it's \$6.64 per sign. Price should go down for more. Registering a number to call for emergency with 811 is being researched. Linda will call 811 to find out about posts. Tabled until more information is gathered. Taxes filed by e-postcard on 5-11-20. W9 on John Florence. Tax forms or filing and order have been received. Patricia I. will create a Vendor Matrix for bidding purposes. She will gather names, contact numbers, equipment each owns and skills for future contract jobs. Notices will go out in next Water Bill. Copies will go to the Board.

Water Operator's Report: Chano reported that a workday was conducted on May 20, 2020 and the following was done:
Changed out all tubing on chlorine pump, changed tank filter and injector. Changed iron filters, topped out de-scaler tank, mowed entire yard, trimmed all brush, flushed out and activated 4" line from Gruver west to Power/Gruver backside. Volunteers: John K., Tim B., Gruver, Lonny, Benny, Sam, Jeff L., Diana K., Yvonne M. and Chano. Gate at Bracken and Butron finished and looks good. Need to paint on next workday. Had to rent Jackhammer to install one meter in rock. Meter installed, no problems. Repaired flush valve next to Bracken and flush valve at Gruver and Butron. Installed meter at track 2 in Crown Mt. 7-20-20 got a call for low water pressure. Breaker to RO system had tripped. Reset it and everything worked again. Primed the pumps. Why it tripped is still unknown, but it has not tripped again. Well Operator Future Plans – Chano will step down as Well Operator after 3 years, which will be March 2022. He recommends that Rick Garza start the process to become well operator. Chano can be there for emergency. Board will need to decide. Chano received response from Engineer, no further action has been taken in pursuit of blending water with city water. If we blend, we would likely need to add ammonia/chlorine booster at the well site since Camp Wood uses chloramines as a disinfectant. No response for extension from TCEQ.

John K. suggested that the Board should ask for a Letter of Intent to sell us water from the City of Camp Wood.

Breaker that tripped has no back up. Motor is original.

John K. made motion to research and pursue getting a new motor for RO system.

Rick Garza seconded. Approved unanimously.

John Florence suggested that we install surge protection for wellsite.

Future discussions on Chano's future as well operator and Rick as potential water operator.

POSSIBLE WORK DAY SEPTEMBER 26,2020.

NEW BUSINESS:

- a. Right-of-Way Access Gate –Will talk with 811 about posts and talk to Signs of San Antonio for signs.
- b. Backup Water Operator – Rick Garza will be studying for test.
- c. New provider for future maintenance, new meters, etc. – Creating a Vendor Matrix for use on jobs.
- d. Water Service Policy draft to be discussed at next meeting.

OLD BUSINESS:

- a. Update - Well site engineering progress. Discussed blending water with city, but they use a different system. No response from them. Josh Cox is new mayor. No response from TCEQ on extension.
- b. Policy for expansion and service to new members beginning 2021 under new property division rules. TABLED.
- c. Work day in May was held for mowing and clearing at the well site.

DISMISSAL: Meeting adjourned 12:10pm. Sam made motion. Rick seconded. Approved unanimously.

EXECUTIVE SESSION:

- a. Signed New Certificates
- b. Patricia sent amount owed on lien properties by email to Board.

NEXT MEETING:

November 7, 2020 10:00am Senior Center, Camp Wood,TX.

DONATION CHECK TO SENIOR CENTER WILL BE DISCUSSED AT THIS MEETING.