

Crown Mountain Water Supply Corporation Special Members Meeting Minutes

Posted for Public view on the Crown Mountain Water Supply Corporation Web Site (www.cmwsc.com):

Date: 11-7-2022 Time: 2:15pm

(In compliance to the Texas Opens Meetings Act this notice is to be posted at least 72 hours in advance of the scheduled meeting time. Unless it is an emergency meeting which is outlined in the statute which then requires posting at least 1 hour prior to meeting time.)

Date of Meeting: 12, November 2022

Time: 10:00am

Place: St. Mary Magdalen: 311 E Third Street Camp Wood, Texas 78833

At any time during the meeting, the Crown Mountain Water Supply Corporation Board may adjourn into executive session on any of the items listed on this agenda, if at any time during the meeting an item meets the criteria which allow for executive session under Texas Government Code, Chapter 551, Subchapter D.

Notice is hereby given that the Board of Crown Mountain Water Supply Corporation may discuss, consider, and take all necessary action, including expenditure of funds, regarding each of the agenda items below:

Board Members Present

President:	Lee Gruver	<u> </u>
Vice President:	John Klebenow	<u> x </u>
Treasurer:	Tim Brackin	<u> x </u>
Secretary:	Yvonne Miller	<u> x </u>
Assistant Secretary:	Patricia Isham	<u> x </u>

CMWSC contractors

Water Service Operator:	Rick Garza	<u> x </u>
Customer Account Specialist:	Patricia Isham	<u> x </u>

CMWSC – Committees Members Present:

IT Committee

Kerry Miller	<u> x </u>
Bill Meredith	<u> </u>
Adria Schreiber-Garza	<u> x </u>

Elections Committee

Operational Committee

Yvonne Miller	<u> x </u>
Shawn Meredith	<u> </u>
LB Brackin	<u> </u>
Adria Schreiber-Garza	<u> x </u>

Adria Schreiber-Garza	<u> x </u>
Brenda Askew	<u> </u>
LB Brackin	<u> </u>

Members/ Public that signed in and not noted above: Nora Falcon, Diana Klebenow

Infrastructure Committee

John Klebenow	<u> x </u>
John Florence	<u> </u>
Rick Garza	<u> x </u>
Chano Falcon	<u> </u>

Members/ Public request for documentation:

- 1) President calls the meeting to order at 10:14am.
 - a) Invocation
 - b) Pledge
 - c) General public/shareholders sign up to speak
 - i) Last call to sign up to speak
 - ii) Anyone signed up to speak on any individual agenda topic will speak before topic speaker and be limited to 3 minutes.
 - iii) Anyone signed up to speak in the closing section is limited to 3 minutes per speaker.
 - d) Statement of the Board of Directors
 - i) Member discussion about group to review rates. 10:30-10:45 a.m.
 - ii) A notice to members via web site, mail out with December billing, email blast, and Facebook page will go out requesting un-paid volunteers to form a group to review the rates with the upgrades being projected to the water system.

- 2) Approval of Minutes from previous meetings: 10-15-2022
 - a) *Motion was made by Patricia and 2nd by Tim to approve the 10-15-2022 minutes. 4 ayes, 0 nays.*

- 3) New Business
 - a) Approval Authority Policy
 - i) Need a policy for spending authority
 - ii) 15 minutes member discussion
 - (1) For emergencies
 - (2) If the item can wait to bring to the board, then it needs to wait.
 - (3) If abuse is suspected it will be investigated.
 - (4) Policy in the form of a Purchasing Policy
 - (a) John will bring bullet points for the board to approve to the December meeting
 - (b) OpCom will refine the Policy and bring to the board after that.

- 4) Quarterly Reports
 - a) Water Systems Operator
 - i) Training
 - ii) Quarterly Report
 - iii) Rick wants Jeff Hopper to install the RO membranes. Rick is adamant he doesn't want to do it. Rick is willing to finance it with a 3 month pay back by the corporation, for a finance fee of \$50.00. Rick will get a bid from Jeff Hopper.
 - iv) General discussion 11:13-11:27.
 - b) Account Specialist - Billing Specialist Report – November 2022
 - i) General discussion 11:38-11:41.
 - ii) Patricia had to excuse herself from the remainder of the meeting 11:42am.
 - c) Treasurer
 - i) Profit and Loss Report
 - ii) Balance Report

iii) General discussion 11:43-11:44

iv) *Motion to accept all three quarterly reports was made by Yvonne, 2nd by Tim, 3 ayes, 0 nays.*

5) Committee Business

a) Update – Election Committee

i) Revised Election Policy for approval reflecting approved revised By-Laws.

(1) *A motion was made by Yvonne to approve the Revised Election Policy, 2nd by Tim, 3 ayes, 0 nays.*

ii) Schedule for next Board elections.

(1) Adria will email Patricia to ask her to mail out the notice of elections with the December billing.

(2) *A motion was made by Yvonne to approve the schedule for the next board elections, 2nd by Tim, 3 ayes, 0 nays*

iii) Motion to approve electronic signatures on candidate applications so that the form can be converted to a pdf-fillable.

iv) General discussion from 11:58-12:07

v) *Motion to approve the ballot, notice, and candidate application forms was made by Yvonne, 2nd by Tim, 2 ayes, 1 nay*

b) Update - Infrastructure Committee

i) For my committee, here is latest correspondence from Damien Herrera;

John,

Thank you for the follow up on this. Any items that do not meet the TCEQ rules will require that we submit an exception request for TCEQ review. We might be able to get by without a 36-hour well pump test if the well driller report contains any supporting information.

Regarding the RO reject stream, I noticed there was some correspondence in the past about the previous engineer attempting to apply for this permit through TCEQ. If you were unable to find any final correspondence on this, we may need to revive this permit process in order to meet the TCEQ rules. Not sure an exception will work in this case. If we end up having to obtain this permit for Crown Mountain WSC in order to comply with the TCEQ's notice of violation, then I will let you know before we proceed.

I am going through the second round of documents you just uploaded. Let me study these and let you know where we stand and/or if we need more information.

ii) General discussion 12:10-12:18am.

6) Old Business

a) CSI Findings Reviewed

b) *Motion to table for the December 19th meeting made by Yvonne, 2nd by Tim, 3 ayes, 0 nays*

7) Closing

- a) General public/shareholders signed up to speak (3-minutes, each speaker)
 - i) Rick Garza signed up to speak
 - (1) Rick would like Bill White contacted and put on the December Agenda to discuss Grants or loans available through the USDA.
 - b) Closing comments by President.

8) Meeting is adjourned.

- a) *Motion to adjourn Meeting was made by Yvonne at 12:24, 2nd by Tim, 3 ayes, 0 nays*