

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

Date: November 7, 2020

Time: 10:00 am

Place: Senior Center, Camp Wood, Tx

Board Members Present:

President	Lee Gruver	A
Vice President	Benny Simpson	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, Brenda Askew

Call to order at 10:00am by Lee Gruver.

Statement of Board of Directors: Given by Sam Ferguson

Approval of previous meeting minutes: Unanimously approved.

REPORTS:

Business Manager's Report: Nora Falcon reported 34 metered and 30 non-metered (maintenance accounts). Of the 34 metered, there are 30 residential, 1 multi-family, 1 rental and 2 commercial. This gives us 64 total accounts. As of April 2020 late fees have been waived due to COVID. 2 accounts went unpaid including lien. The past month show 12 accounts not paid. 4 underpaid, but those have been taken care of. Payments are due by the 15th. Late fees should start back up again at the normal charge of 10% of water bill amount. Nora to send late fee notices out.

Lien on unpaid water fee was filed 2017.

Lee will check with Title Co. on how to proceed with lien.

Treasurer's Report: Sam Ferguson reported with a Balance sheet handout. \$79,651.23 Total Assets. \$27,250.48 in Checking. \$52,400.75 in Savings. Previously moved \$10,000 from checking to savings. There is no Budget Proposal at this time.

Water Operator's Report: On 9-17-20 Chano ordered new pump and motor from Larry Reed. Larry has new pump and motor and will install it at his convenience or at our request in case the old pump goes out. On 9-26-20 had a workday at well. Had a total of 6 volunteers. On 10-20-20 had a workday to clean/clear utility easement on Powers property. Had a total of 5 volunteers. Chano suggested that if Powers is going to keep using the easement to drive on he should put some caliche down to help protect our waterline.

Chano drafted up a letter to TCEQ requesting approval to change out pump and motor. Lee signed and mailed the letter to TCEQ but we have not heard back from them.

Chano advised that there was no need to change out elements on RO until possibly sometime in 2021. Dissolved solids are high but the new element system that we are looking at should help bring those numbers down.

Approval of all 3 above reports. John Klebenow made motion to approve. Sam Ferguson seconded. Unanimously approved.

NEW BUSINESS:

- a. Water Service Policy changes – TABLED TO WORKSHOP. Clarify to say “transferred” when a property is sold after obtaining membership and fee paid. Put in another paragraph about subdividing properties to make sure not less than 5 acres. WILL PRESENT AT NEXT QUARTERLY BOARD MEETING IN FEBRUARY 2022.
- b. Water Service policy approval – TABLED TO FEBRUARY 2022 QUARTERLY MEETING.
- c. Integrity of Easements – Patricia Isham will create a Customer Service Notice/For Your Information Notice to be inserted in bills alerting water customers that the Water Operator and/or Water Board has a right to enter for repair of water lines.
- d. Board liability on enforcement of Deed Restrictions – The Water Board does not enforce Deed Restrictions, (**unless specific to CMWSC, namely, Crown Mountain Ranch Unit 1-restriction #19, Oak Meadows 1-restriction #11, and Oak Meadows 2-restriction #15**).
John made a motion that the above addition to the meeting minutes of the Board of Directors Quarterly Meeting, November 7, 2020 be made to clarify the intent of the Board concerning deed restrictions, Patricia seconded. Approved.
- e. Information on 811 Dig signs – Very expensive. We will conduct things the way we have, but if we deal with water lines, WE WILL MARK THEM. We can rent an Auger drill from the Hardware Store and put them where we want. Linda or Sam will get price for approval at Workshop.
- f. Deed Restriction differences in the 3 sections – Create uniform guidelines, but Property Owner is ultimately responsible. Membership is Property Owner. Policy will be looked at during next Workshop. Nothing will be done until Board looks at policy.
- g. Utility Easements – Letter will be composed at Workshop.
- h. RO System upgrade – Chano already talked to Larry. Pump and motor will support the 5 cylinders we have. Will need more storage capacity soon. Need to get new drawings.
- i. Plans for Well site – Larry already agreed to do plans and Dan will sign off. Subject to price estimate. Will need approval to proceed. Benny motioned to approve and send estimate to Board. Vote will be by email to proceed.

- j. Water to Davenport property – They do NOT want water.
- k. CCN Map Boundary – TABLED
- l. Check for Senior Center – Check for usage of building. Sam made motion. Benny seconded. Approved.
- m. Letter of Intent to City – TABLED TO WORKSHOP

OLD BUSINESS:

- a. Contract Updates – Nora and Chano given Contract updates to review. John motioned to suspend COVID policy on late fees. Sam seconded. Nora to send late fee notices out.
- b. Update on Storage Building for Well Site – Linda checked with Derksen. Metal 10x12 \$1,895.00. 8x16 \$1,895.00. 8x16 gives more storage. Motion to buy 8x16, Sam. Second, Patricia. Approved.
- c. Right of Way Access Gate – DONE
- d. TCEQ Extension – Chano wrote letter and Lee mailed, but no response at this time.
- e. 2021 New Property Division Rules – TABLED TO WORKSHOP

DISMISSAL: Meeting adjourned 12:36pm. Approved unanimously.

EXECUTIVE SESSION:

- a.

NEXT MEETING:

February 13, 2021 10:00am Senior Center, Camp Wood, TX.

Nomination Form for Board Positions will go out in December billing.