

**Crown Mountain Water Supply Corporation**  
**November 10, 2018**  
**Board of Directors Meeting Minutes**

Date: November 10, 2018  
Time: 11:00 AM  
Place: Senior Citizen Center

**Board Members Present:**

President	Chano Falcon	✓
Vice President	Adria Schreiber-Garza	✓
Treasurer	Sam Ferguson	✓
Secretary	Tanya King	✓
Assistant Secretary	Ike Eikenberg	✓

**CMWSC Employees Present:**

Well Operator	Lonny Meadors	✗
Business Manager	Nora Falcon	✓

**Other Water Corporation Members Present:**

*Linda Ferguson, Babette Eikenberg, Benny Simpson, John Klebenow, and Tim and Nora Brackin*

**I. Call to Order:** *11:01 AM by Chano Falcon*

**II. Public Comments (Three Minute Time Limit Per Member)**

*Babette Eikenberg thanked the Board members, Business Manager and Water Operator for all they have done.*

**III. Approval of Minutes**

*August 10, 2018 Minutes were presented by Tanya King.*

*A motion to approve the minutes was made by Ike Eikenberg and a second motion by Adria Schreiber-Garza. The August 10, 2018 Board Meeting Minutes were unanimously approved.*

**IV. Reports**

**a. Business Manager's Report**

1. Update on Delinquent Accounts

*Nora Falcon reported that there is 1 ongoing Lien for Oak Meadows 2 Lot 22 with the amount of \$1,409.32 and Oak Meadows 2 Lot 23 with the amount of \$1,338.87. With*

*applicable fees, the total comes to \$2,998.19 as of November 1, 2018. All other accounts are current.*

*Nora reminded the Board that we have 29 Maintenance Accounts. We have 28 Metered Accounts that consist of 25 Residential, 1 Multi-family Residential, 1 Renter and 1 Commercial account. With a total of 57 Accounts.*

## **2. Membership Certificate Activity and Developments**

*Nora Falcon reported that 1 membership fee was deposited. She also wanted to inform the Board that regarding the Due Date change that was effective July 1, 2018, she received a lot of customer cooperation. Approximately 90% of the account holders pay by the 14<sup>th</sup> of the month. The sooner the corporation's monthly funds are paid, the more money that is available for the corporation to apply toward a safe and efficient water service.*

*Nora Falcon updated the Board regarding Properties with unpaid/undetermined membership fees stating that in contrast to the sale of Oak Meadows 2 Lot 14 A, in which Nora had a hard time getting the membership fees versus the sale of Oak Meadows 2 Lot 16, the latter was much easier, largely due to the fact that Nora has been in contact with the real estate agents and developer. Membership fees should go more smoothly. Nora will draft a letter to the developers by the end of the year.*

*Nora also informs the Board of the procedure for effective collection of fees. A paid membership is required before a property owner may buy water from the corporation. There are 2 accounts receiving water with no membership fee on record. This could be due to previous agreements that may have been made by past business manager, etc. Moving forward, membership fees are due at closing through the title company.*

## **b. Treasurer's Report**

*Sam Ferguson reported that the loan has been paid off. And thanks Linda Ferguson for all of her help with the Treasurer position.*

### **1. Savings Balance**

*Sam Ferguson reported that as of October 31, 2018 a total of \$22,236.07 was posted by the FSB Uvalde as our current savings balance.*

### **2. Checking Balance**

*Sam Ferguson reported that as of October 31, 2018 a total of \$11,895.42 was posted by the FSB of Uvalde as our current checking account balance.*

<i>Total Available Assets from Savings:</i>	<i>\$22,236.07</i>
<i>Total Available Assets from Checking:</i>	<i>\$11,895.42</i>
<i>Total Available Assets</i>	<i>\$34,131.49</i>

*Total Reserve for Ongoing Maintenance and Operations: \$34,131.49*

## **c. Operator's Report**

## **1. Well Operation**

### **RO and Chlorine System:**

*Chano Falcon reported for Lonny Meadors that Larry Reid and Chano added a descaler a while back. Larry Reid informed him that iron filter needs to be added. The chlorine system is working great.*

### **Mains, Pipes, and other Infrastructure:**

*Chano informed the Board that he filled in the damaged Tee with his tractor. Right behind the well and over by the City fence still needs to be filled in. Everyone will get together at the caliche pit to get the material to do so.*

*Chano Falcon also informed the Board that he and Lonny received a letter from TCEQ stating that they now require Water Quality Parameter Monitoring which checks for PH quality and the temperature of the water. The test will be required once a year. This will be done in December and will cost about \$200- \$250.*

*Chano stated that Lonny says everything is working great.*

*Adria Schreiber-Garza made a motion and Ike Eikenberg seconded the motion to approve the Business Manager's Report, the Treasurer's Report, and the Well Operator's Report. The motion was unanimously approved.*

## **V. New Business**

### **a. Discuss Possible Purchase of Land Next to Well (Approx. 2-3 Acres)**

*Chano Falcon informed the Board that we are in need of extra land to disperse the water that is being dumped on the ground. Lisa Carlile is willing to trade a membership fee for the land. Lisa can write a check to CMWSC for the \$1,500 membership fee and in return CMWSC can write a \$1,500 check to Lisa Carlile for the purchase of the 2-3 acres. This amount of land should be plenty to do everything that needs to be done with the well site.*

*Sam Ferguson stated that we need to look into property taxes on the 2-3 acres to make sure there are no back taxes. Nora Falcon informed the Board that the 2-3 acres may be on an easement and that more research is needed*

*Tanya King made a motion of direction and Sam Ferguson seconded the motion directing Ike Eikenberg and Chano Falcon to proceed with discussions with the developer for the purchase of the property adjacent to the well. The motion was unanimously approved.*

### **b. Review and Approve the 2019 Proposed Budget**

*Chano Falcon reported that a few changes were made regarding membership fees, adding an additional \$3,000 throughout the year to reflect the \$11,428. Chano*

*also informed the Board that \$10,000 was added into the budget for the engineer to complete a 2- 3000-gallon poly tank job that should be cheaper than anticipated. \$6,000 is budgeted for Larry Reid however, it should only be about \$4,500. \$5,000 is budgeted for the iron filter and \$1,000 is budgeted for the motor for the pressure pump.*

*Sam Ferguson made a motion and Ike Eikenberg seconded the motion to amend the proposed budget adding \$3,000 in membership fees as revenue. The motion was unanimously approved.*

*Adria Schreiber-Garza made a motion and Sam seconded the motion to approve the 2019 Budget as amended. The motion was unanimously approved.*

**c. Discuss Adding an Iron Filter to RO System**

*Chano Falcon will contact Larry Reid to figure out the iron filter and when to get it done.*

**d. Discuss TCEQ's Letter Suggesting Water Conservation**

*No discussion was made.*

**e. Discuss Purchase of 5000 Gallon TCEQ Approved Storage Tank**

*Chano Falcon reported that a fiberglass TCEQ approved tank costs about \$10,000 not including delivery and set up. The total cost will be close to \$13,000. The engineer will investigate alternative options. Adria Schreiber-Garza explained that 2- 3000 gallon tanks are better than 1- 6000 gallon tank. More research and discussions will be done.*

**f. Nominating Committee Report (Tanya)**

*Tanya King reported that CG Guerrero made lots of calls to Crown Mountain resident about looking for Board Members, a Water Operator and a Business Manager. He received a lot of no's and a few maybes. CG did some research and discovered that there are several people that have a Well Operator License in Leakey and Bracketville. He sent out forma letter asking if they would be willing to work for CMWSC. All responded- no. Tanya also reported that Levi King has asked around and received very little interest from the residents.*

*Chano Falcon informed the Board that he feels confident that we can sit a Board if we can get a Well Operator. CG wants to speak on behalf of CMWSC at the City Council Meeting. The City would still be the way to go.*

*Nora Falcon stated that she really appreciates the effort to keep the water running.*

*Babette Eikenberg informed the Board that she might be interested in being on the Board.*

**g. Discussion of Well Future**

*Sam Ferguson reported to the Board that Linda Ferguson talked to TCEQ about different options. She was under the impression that TCEQ would take over in the instance that CMWSC shut down. However, she learned that they will not take over. TCEQ recommended that we make a formal written request to the City of Camp Wood to take over our water system. TCEQ referred us to private water entities. Central States Resource out of Missouri is a company that will come in and make an evaluation, design and do construction. They are looking water supply companies such as ours to take over. Sam stated that we would probably have to sign a contract with the companies. The highest water rates would be about \$85 a month. It could take a year and a half to have a rate increase. These companies are governed like the rest of us. If they took over, there would be no more Board, Water Operator or Business Manager. The company would do it all. Central States Resource is actively looking for Water Corporations to take over. They will plan a site visit after Thanksgiving and give a presentation to the Board and Members.*

**h. Discussion of Dissolving the Water Board and turning the Operation Over to the State**

*Babette Eikenberg reported that we would still need a 2/3 vote of all members to dissolve the Board in order to go with a company.*

*Linda Ferguson thought the company would handle all of that and stated that TCEQ highly recommended that we seek legal counsel.*

*A letter to the City asking to supply us with water will be drafted by Ike and Babette Eikenberg that states options and shows a date that we need answers by. Sam Ferguson recommends that we stay in contact with the Company and see what they have to offer.*

*CMWSC will wait until after the new year to make any big improvements to the well and we will give the company a chance to respond.*

**VI. Old Business**

**a. Finalize Draft Drought Contingency Plan**

*Adria Schreiber-Garza presented the new Finalized Draft Drought Contingency Plan.*

*Sam Ferguson made a motion and Ike Eikenberg made a second motion to approve the DDCP as is. The Board unanimously approved.*

**b. Discuss and Possibly Act on Contract/Proposal from Engineer**

*Adria Schreiber-Garza presented the engineer, Dan Leyendecker P.E.s' contract for services. The contract is proposing a flat fee of \$800 for #1 of the Contract, \$3,000 for #2 of the Contract and #3 of the contract shows that there is an hourly rate of potentially \$265 an hour.*

*Ike Eikenberg made a motion and Sam Ferguson seconded the motion to table the discussion until further notice. The motion was unanimously approved.*

**c. Motion Rescinding the Vote Approving the Amendment to Term of Service in the By-Laws and Discussion and Possible Action Revising and Acting Upon Amendment to the Term of Service**

*Ike Eikenberg makes a motion and Sam Ferguson seconded the motion to rescind the vote approving the amendment to term of service in the By-Laws. The motion was unanimously approved.*

*Ike Eikenberg made a motion and Sam Ferguson seconded the motion to amend Section 5.04 of the By-Laws and to extend the term of the current president and treasurer to an additional 1 year creating a 1 time 3-year term. Thereafter, on even years there will be 2 positions and on odd years there will be 3 positions. All terms are for 2 years. The motion was unanimously approved.*

**VII. Key Upcoming Dates**

- a. December 2018- Mail out Call for Nominees for Board of Directors comprised of three (3) 1-year term and two (2) 2-year term members.*
- b. January 2019- Mail out Proxy Vote Forms with Nominees for Board.*
- c. February 2019- Annual Members' Meeting with Election of New Board of Directors.*
- d. February 2019- Mail out 2018 Financial Reports to Members (Per By-Laws)*
- e. June 2019- Mail out Annual Consumer Confidence Report*

**VII. Next Meeting**

*The next Board Meeting will be held on February 9, 2019 at 11 AM at the Senior Citizen Building. The annual Members Meeting will follow at 1 PM.*

**VIII. Dismissal**

*A motion to adjourn the Board meeting was made by Adria Schreiber-Garza and seconded by Ike Eikenberg. The meeting was adjourned at 1:33 PM.*

**Submitted By:**

Tanya King  
Secretary