

## Crown Mountain Water Supply Corporation Special Board of Directors Meeting Minutes

**Date of Meeting: 24, April 2023**

**Time: 11:00AM**

**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 and may take them in any order:

**Board Members Present**

President:	Lee Gruver	_____
Vice President:	Greg Snell	__x__
Treasurer:	Kem Hobbs	__x__
Secretary:	Yvonne Miller	__x__
Assistant Secretary:	Rick Garza	__x__ arrived at 11:58am

**CMWSC contractors**

Water Service Operator:	Rick Garza	__x__
Customer Account Specialist:	Heather Stout	_____

**CMWSC – Committees Members Present:**

**IT Committee**

Kerry Miller	_____
Adria Schreiber-Garza	__x__

**Operational Committee**

Yvonne Miller	__x__
Shawn Meredith	_____
LB Brackin	_____
Adria Schreiber-Garza	__x__

**Infrastructure Committee**

Greg Snell	__x__
John Klebenow	__x__
John Florence	_____
Rick Garza	__x__
Chano Falcon	__x__

**Elections Committee**

Adria Schreiber-Garza	__x__
Brenda Askew	_____
LB Brackin	_____

**Rate Review Committee**

Chano Falcon	__x__
Adria Schreiber-Garza	__x__
Dr. James Lindstrom	__x__
John Klebenow	__x__

Members/ Public that signed in and not noted above: Jeff Lane  
 above: Members/ Public request for documentation: none

- 1) Vice President calls the meeting to order at 11:01 am
  - a) Invocation
  - b) Pledge
- 2) TCEQ: Discussion.

a. Letter from Engineer, Damien J. Herrera



April 21, 2023

Lee Gruver  
President  
Crown Mountain Water Supply  
Corporation PO BOX 305  
Camp Wood, TX 78833-0305

**RE: Crown Mountain WSC – Camp Wood, Texas (PWS ID 1930020)**

*(via email to: [pres.cmwsc@gmail.com](mailto:pres.cmwsc@gmail.com))*

Dear Mr. Gruver:

Corrient Infrastructure Consulting, PLLC (CORRIENT) is currently working with Crown Mountain WSC to assist the PWS in responding to TCEQ notices received by the PWS on 28 May 2019 and 30 January 2020. CORRIENT has been under contract with Crown Mountain WSC since August 13, 2022. Since then, Mr. Damien J. Herrera, PE has conducted two site visits and reviewed dozens of historical documents provided by the PWS and from TCEQ Central Records to assist in responding to the issues listed in the TECQ letters.

After the last site visit on February 14, 2023, the PWS was informed that the ground storage tanks require a TCEQ exception. We are currently working on submitting the required information to TCEQ TROT for this exception.

CORRIENT recently filed an open records request for TCEQ microfiche documents on March 23, 2023, which were received by TCEQ electronically on April 14, 2023. We are currently assessing this information. Moving forward, we are continuing to work diligently with the PWS to gather additional information to provide to TCEQ to address the issues noted in their violation letters as soon as possib

Sincerely,

A handwritten signature in blue ink, appearing to read "Damien J. Herrera PE".

Damien J.  
Herrera, PE  
Principal/Senior  
Engineer

CORRIENT INFRASTRUCTURE CONSULTING, PLLC - TBPE F-16949

13423 Blanco Road #118, San Antonio, Texas 78216 • Tel: 210.595.9565 • Email: [inquiries@corrient-pllc.com](mailto:inquiries@corrient-pllc.com) • TBPE F-16949 • [www.corrient-pllc.com](http://www.corrient-pllc.com)

b. Infrastructure committee meeting 04-17-2023

*Meeting start time: 6:00 pm at the Catholic Church Attendees: Chano, Ric, John K, Jeff, and Greg Purpose: Evaluate projects required to meet TCEQ Regulatory Com*

*Meeting start time: 6:00 pm at the Catholic Church Attendees: Chano, Ric, John K, Jeff, and Greg*

*Purpose: Evaluate projects required to meet TCEQ Regulatory Compliance.*

*All of the projects listed are increased by 15% to cover current inflation costs.*

*We estimated that 70 metered accounts (this number was increased to project growth of new customers) would share the cost of these improvements.*

*The following projects are in order of importance; include the estimated cost parts and labor; and the year we expect to implement the project.*

*#1 - 2024 - Replace or upgrade Distribution Pumps and Tanks to meet GPM rate and 1400 gallon storage capacity. May be able to repurpose current tank = \$15,000.*

*#2 - 2025 - Replace Water Storage Tanks to accommodate 20,000 gallons = \$74,000*

*In addition each of these projects have an Engineering Consultant Cost associated with them estimated at \$26,000 over three years.*

*Thank you for your time.*

*Greg Snell  
VP*

c. Letter forwarded from TCEQ from Texas SOS

TEXAS SECRETARY of STATE JANE NELSON

BUSINESS ORGANIZATIONS INQUIRY - VIEW ENTITY

Filing Number: 163372801 Entity Type: Domestic Nonprofit Corporation

Original Date of Filing: July 12, 2001 Entity Status: In existence

Formation Date: N/A Non-Profit Type:

Tax ID: 17606935934 FEIN:

Duration: Perpetual

N/A

Name: CROWN MOUNTAIN WATER SUPPLY CORPORATION

Address: PO BOX 305  
CAMP WOOD, TX 78833-0305 USA

REGISTERED AGENT

FILING HISTORY

NAMES

MANAGEMENT ASSOCIATED ASSUMED NAMES ENTITIES

INITIAL ADDRESS

Last Update	Name	Title	Address	
May 31, 2013	Adria A Schreiber-Garza	Secretary	3901 McKinzie Corpus Christi, TX 78410 USA	
May 31, 2013	Carl Wideman	President	PO Box 75 Camp Wood, TX 78833 USA	
May 31, 2013	Babette Eikenberg	Vice-President	298 Berkley Montgomery, TX 77356 USA	
May 31, 2013	Carl Wideman	Director	PO Box 75 Camp Wood, TX 78833 USA	
May 31, 2013	Adria A Schreiber-Garza	Director	3901 McKinzie Corpus Christi, TX 78410 USA	
May 31, 2013	Babette Eikenberg	Director	298 Berkley Montgomery, TX 77356 USA	
May 31, 2013	Karen Stewart	Director	1111 Wynwood Ln Houston, TX 77008 USA	
May 31, 2013	Karen Stewart	Treasurer	1111 Wynwood Ln Houston, TX 77008 USA	
May 31, 2013	Ron Eikenberg	Director	298 Berkley Montgomery, TX 77356 USA	
May 31, 2013	Ron Eikenberg	Assistant Secretary	298 Berkley Montgomery, TX 77356 USA	

- 1. Yvonne Advised she wasn't aware she needed to notify the SOS. The Secretary before her had stayed on as Asst. Secretary until quitting suddenly without notice, as Asst, Secretary and had advised, she had taken care of all notifications as she had been doing it for the last year and a half and knew whom to contact.*
- 2. Ken advised he will contact the SOS and update the information.*
- 3. Yvonne will check with Lee and see if anyone else needs to be updated.*
- 4. As per Lee's request these Draft minutes will be emailed to Ms. Claudette Conyer of the Texas Commission on Environmental Quality (TCEQ) at [Claudia.Bartley@tceq.texas.gov](mailto:Claudia.Bartley@tceq.texas.gov).*

d. Letter from TECQ - Discussion

Jon Niermann, *Chairman*  
Emily Lindley,  
*Commissioner* Bobby  
Janecka, *Commissioner*



Erin E. Chancellor, *Interim Executive Director*

TEXAS COMMISSION ON ENVIRONMENTAL  
QUALITY

*Protecting Texas by Reducing and Preventing Pollution*

April 11, 2023

**9489 0090 0027 6196 8462 06**

**RETURN RECEIPT REQUESTED**

Mr. Lee  
Gruver  
President  
Crown Mountain WSC

P.O. BOX 305

Camp Wood, Texas 78833-0305

Re: Notice of Enforcement for the Comprehensive Compliance Investigation at:

Crown Mountain WSC, Located at Ranch Road 337 W, Camp Wood, Real County, Texas  
Regulated Entity No.: RN102874633, TCEQ PWS ID No.: 1930020

Investigation No.: 1879895

Dear Mr. Gruver,

On February 9, 2023, through March 22, 2023, Ms. Claudette Conyer of the Texas Commission on Environmental Quality (TCEQ) San Antonio Region Office conducted an investigation of the above-referenced regulated entity to evaluate compliance with applicable requirements for a public water supply. During this investigation, certain outstanding alleged violations were documented. Enclosed is a summary which lists the investigation findings and recommended corrective actions. Additional recommended corrective actions may be provided by the Enforcement Division.

In the listing of the alleged violations, we have cited applicable requirements, including TCEQ rules. Please note that both the rules themselves and the agency brochure entitled *Obtaining TCEQ Rules* (GI 032) are located on our agency website at <https://www.tceq.texas.gov> for your reference. If you would like a hard copy of this brochure mailed to you,

you may call and request one from either the San Antonio Region Office at 210-490-3096 or the Central Office Publications Ordering Team at 512-239-0028.

Also, please be advised that the Legislature has granted enforcement powers to the TCEQ to carry out its mission to protect human health and the environment. Due to the apparent seriousness of the alleged violations, formal enforcement action has been initiated, and additional violations may be cited upon further review. We encourage you to immediately begin taking actions to address the outstanding alleged violations.

**In responding with prompt corrective action, the administrative penalty to be assessed may be limited.**

The Commission recognizes that the great majority of the regulated community wants to prevent pollution and to comply with environmental laws. We dedicate considerable resources toward making voluntary compliance achievable. But where compliance has not been met it is

our duty to protect the public and the environment by enforcing the state's environmental laws, regulations, and permits.

Also, if you believe the violations documented in this notice have been cited in error, **and** you have additional information that we are unaware of, you may request a meeting to discuss this enforcement matter. To request a meeting, send a letter describing the additional information to the address shown below.

Manager, Water Section  
Enforcement Division, MC  
219

Re: Enforcement Meeting Request  
Texas Commission on Environmental Quality  
P.O. Box 13087  
Austin, Texas 78711-3087

If you or members of your staff have any questions, please feel free to contact Ms. Conyer in the San Antonio Region Office at 210-403-4012.

Sincerely,



Joy Thurston-Cook, Water Section  
Manager San Antonio Region Office

Texas Commission on Environmental Quality

1. *Yvonne will email Ms. Claudette Conyer with the Draft minutes and letting her know to expect another email and a hard copy letter, RRR requesting a meeting with addition information post marked by Monday, May 1, 2023 at the latest.*
  - a. *Another letter from the engineer outlining each violation and how it is being addressed has been requested by phone and is anticipated to be completed by Wednesday, April 26, 2023.*
  - b. *A copy of the invoice for the meter clearing one of the violations.*
  - c. *Follow-up with the Secretary of State showing the updated information.*
  - d. *With Lee out of town Yvonne will type the letter and email to Lee and Greg for approval before mailing.*

**3)** Closing

- a) Closing comments by President.

**4)** Meeting is adjourned *by a motion by Ken at 12:41, 2<sup>nd</sup> by Yvonne, 4 ayes.*