

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

Date: May 9, 2020

Time: 10:00 am

Place: Falcon Residence, Camp Wood, Tx

**Board Members Present:**

|                     |                   |   |
|---------------------|-------------------|---|
| President           | Lee Gruver        | A |
| Vice President      | Babette Eikenberg | 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

Call to order at 10:05am by Lee Gruver

Statement of Board of Directors: Babette updated the Board on the pending sale of her property. The Board decided, without motion, to maintain the status quo regarding VP position. Meeting notices were discussed.

Approval of Minutes: Sam Ferguson made motion. Babette Eikenberg seconded. Unanimously approved.

**REPORTS:**

Business Manager's Report: Nora Falcon reported no late fees. One meter disconnected. Fees paid and water was restored. 1 return check, but taken care of. Still 62 active accounts, 32 metered and 30 non-metered. 1 standing lien, no payment. 2 accounts not paid. Reminder that property owners need to notify Corporation when selling or closing. Babette recommends new item for August board meeting discussing distinction between contractors vs. employee services. Babette motioned to approve and Sam seconded.

Unanimously approved.

Treasurer's Report: Sam Ferguson reported with a Balance sheet handout. \$64,940.06 Total Assets. Signed sheet for using vehicles. Looks like the Corporation is doing good.

Water Operator's Report: Chano reported regular well maintenance and everything working fine. Acquiring bleach for well was only issue during COVID-19 panic buying. Using about 2 gal. per week. Well workday went great. Chlorine pump working well. Opened valve for OM2. John Florence will help with valve leak.

**NEW BUSINESS:**

- a. Maintenance of right-of-ways – needs mowing, just brush. Lee and Chano to survey needs. John Florence to help. May have Work Day. Might advertise publicly for bids.
- b. Right-of-Way Access Gate – Need “Call Before You Dig” sign alerting that there is a water line. Motion was made, seconded and unanimously approved for installation of 12’ gate by John Florence.
- c. Backup Water Operator – TCEQ recommends a back up. Lonny Meadors can do it under Chano’s license. Sam will talk to Lonny. TCEQ doesn’t have to be notified.
- d. Tariff sheet pull/replace meter charges – Disconnect Charge changed to \$50.00. Pull Meter charge changed to \$500.00. Replace Pulled Meter charge changed to \$500.00. Return Check Charge changed to \$35.00. An additional reference number will be added at the bottom of the page in reference to reverting their water account from an “active” account to “maintenance” account. Changes are effective beginning June 1,2020. Will send to Board for final review. Lee made motion to approve. Babette seconded. Unanimously approved.
- e. New provider for future maintenance, new meters, etc. – John Florence will be used for now. Board will consider Public Bids.
- f. Replacement of two 3” valves. John Florence to make repairs for \$250 per valve. Patricia made motion to proceed. Sam seconded. Unanimously approved.

**OLD BUSINESS:**

- a. Update - Well site engineering progress. Discussed proposal that was presented to Camp Wood City Council. Council met during COVID. Josh Cox is new mayor. Lee will get something in writing. Will try to get Dan (our engineer) to attend next meeting with the City, and pay for his expenses. June 1, 2020 is deadline to get info to TCEQ. Patricia motioned to approve. Sam seconded. Unanimously approved.
- b. Sign previously approved Travel Policy. Board members signed.
- c. Policy for expansion and service to new members beginning 2021 under new property division rules. TABLED.

**EXECUTIVE SESSION:**

- a. TABLED

**NEXT MEETING:**

August 8, 2020 10:00am Senior Center, Camp Wood, TX.

**DISMISSAL:** Meeting adjourned 12:24pm.