

Crown Mountain Water Supply Corporation Regular Board of Directors Meeting Minutes

Date of Meeting: March 2, 2024

Time: 10:00 AM

Place: First Baptist Church, 813 Nueces St., 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:	Dr. James (Doc) Lindstrom	<u>X</u>
Vice President:	Greg Snell	<u>X</u>
Treasurer:	Ken Hobbs	<u>X</u>
Secretary:	(Vacant)	
Assistant Secretary:	Rick Garza	<u>X</u>

CMWSC contractor(s):

Water Service Operator:	Rick Garza	<u>X</u>
Bookkeeping	Debra Walston	<u>X</u>

CMWSC – Committees Members Present:

IT Committee

Kerry Miller	
Adria Schreiber-Garza	X
Richard Landry (by phone)	X

Election Committee

Adria Schreiber-Garza	X
Brenda Sisley Askew	
LB Brackin	

Operations Committee

Yvonne Miller	
Shawn Meredith	
LB Brackin	
Adria Schreiber-Garza	X

Rate Review Committee

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

Infrastructure Committee

Greg Snell	X
John Klebenow	X
John Florence	
Rick Garza	X
Chano Falcon	X
Jeff Lane	

Members / Public present and not noted above:

None

Members/Public request for documentation:

None

1. President called the meeting to order at 10:06 AM.
 - a. Invocation
 - b. Pledge
 - c. General public/members 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 the 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.
2. Approval of Minutes from January 18, 2024, Special Board Meeting.
Motion to approve the Minutes as written by Greg. Ken provided the second. The Motion passed 4 in Favor, 0 opposed.

3. Board of Directors Reports

Doc briefly mentioned that the well is working well, Oak Meadows Unit 2 (OM2) has a legal issue going on, and otherwise will meet at 1:00 (for the Member Meeting).

Greg said that our attorney has been speaking with the other party's attorney (relative to OM2 situation). The other attorney is not experienced in the areas at issue and that the issue will take a while to be resolved. The issue goes back to deed restrictions and the Corporation. Two people in OM2 are challenging the Maintenance Fee. Everyone is still being charged as usual.

Ken started by saying that Richard Landry was on the phone listening to the meeting. Ken said that after the newsletter went out to members, a member sent an email inquiring about electronic payments. There followed discussion of previous exploration into this service. The IT Committee and the Treasurer will explore the possibility of electronic payments.

Rick talked about the CCN map from the PUC versus the Water Development Board's (WDB) Service Area map. The WDB has Oak Meadows Unit 1 and OM2, along with Crown Mountain Ranch. Two different maps, 2 different entities. He also asked Ken if there had been a drop in electricity charges for the well. Ken said that it was hard to tell yet because there were partial bills from two different service providers. Rick mentioned that water quality was much improved with the change in well piping and the pump. Chlorine use is way down. He also mentioned the prefilter change out.

4. Treasurer's Report

Ken said that the financial reports reflected major expenses associated with the well piping and pump. The January reported net loss was associated with the well piping and pump. February's reported net loss was associated with the payment of an invoice for completed work against the engineer's contract, Task #3 and Modification #1. Doc asked if any of the well work was paid for out of the Infrastructure Fund and Ken said no, that

Fund was dedicated to improvements, not maintenance. Chano asked about the balance on the accounts was provided that information.

Motion to accept the Treasurer's Report as stated by Greg, 2nd by Rick. Motion passed with 4 in favor, 0 opposed.

5. Water system Operator's Report

Rick said he had a list of what's been done and what's been accomplished over the past year. He also thanked Adria Schreiber-Garza for her assistance to the Corporation.

6. Committee Business

a. Election Committee

Adria reported that there were two positions open on the Board this year and that there was a single applicant for each position. Law allows that unopposed candidates can be elected by Resolution, but that the Resolution has to be read into record at the Member Meeting.

b. Operations Committee

Nothing

c. IT Committee

Adria talked about the email to text capabilities that Water Solutions Pro (previous billing software) had, but which no longer work due to a change with the service provider (SMTP2Go) requiring a paid membership for the service to work.

d. Infrastructure Committee

Chano spoke to Larry Reed about improvements that had previously been developed. Larry said we need to get plans to TCEQ because it's taking years to get them approved. Chano also asked for updated prices. The Infrastructure Committee needs to decide if we will be doing this improvement. Ken mentioned that John Florence had sent him information about a company that does "plug and play" RO systems starting at \$20K. Chano suggested going ahead with getting an estimate. Greg said he'd used the company previously for hospital systems. He said they provide quality work and results. Ken asked Chano to contact the company. Doc reminded everyone that it would still need to go to TCEQ for approval. Rick mentioned the reject water issue. There followed discussion about water quality, reject water, costs. Etc. Rick also mentioned that the Ice House meter was spinning and he doesn't know if the water he saw underneath the facility was a leak or not. It could be condensation. Ken said that the facility's water use doubled between January and February. Doc asked Rick to contact the customer.

7. Old Business

a. Discussion and possible action regarding renewal of TRWA membership.

Dock asked Rick to report out on Bill White making today's meeting. Rick said that March 19 through March 21 Mr. White can come over and talk about membership. Doc asked what the Board wanted to do relative to TRWA. Chano said that it had originally been for legal assistance. Rick asked Greg about his conversations with TRWA relative to the OM2 issue and Greg replied that they were more interested in talking about the Corporation's bylaws and tariff. Rick then asked if the Board was still interested in having Mr. White come and speak. After some discussion about dates and whether or not to invite him, Doc asked Rick to ask Mr. White if it would be convenient for him to come speak at the June meeting.

- b. Discussion and possible action regarding a Leak Adjustment Policy. Doc handed out a copy of the proposed Leak Adjustment Policy (labeled "Leak Policy"). After reading aloud the policy, Doc led a discussion on how an adjustment would be applied. Ken mentioned elements of some other entities' policies that he had seen. Each of the elements of the policy were discussed in length with many excellent questions regarding application, obligations, etc. coming up.

Move to implement a new Leak Adjustment Policy as per this policy presented to the meeting, by Ken. Seconded by Greg. The Motion was amended by Ken to be effective retroactive to September 1, 2023. The Motion as amended was passed with 4 in Favor, 0 opposed.

8. New Business

- a. Discussion and possible action regarding execution of a contract for a Substitute WSO (Executive Session, 551.074(1))
The Board recessed to Executive Session at 11:14 AM. They returned from Executive Session at 11:37 AM
Doc reported that the Selection Committee (Doc and Greg) decided to put Chano Falcon in as Substitute Water System Operator at a \$30/hour rate + \$0.67/mile travel outside of a certain specific area, said fees to be invoiced to the Treasurer monthly.

Move to accept the agreement as Substitute Water System Operator as recommended made by Ken, Seconded by Greg. The Motion was approved unanimously.
- b. Discussion and possible action regarding a decision to move all customers to email billing
- c. Discussion and possible action regarding the use of email to send all notifications to customers, including water emergency alerts

Motion to table items b & c made by Ken, seconded by Greg. Motion approved unanimously.

- d. Discussion and possible action on disposal of pipe removed from well (35 joints each 21' long)
Ken said he had received an inquiry from a member regarding purchasing the used well pipe. Ken thought the opportunity should be afforded to all members. He recommended bid notice language and recommended selling the used pipe to recoup some of the cost of the new pipe. The bid opportunity notice would go out to all members.

9. Closing

- a. General public/members signed up to speak (3-minutes per speaker)
None
- b. Closing Comments by Board Members
None

10. Adjournment

Ken moved to adjourn the meeting at 11:51 AM, Seconded by Rick. The Motion passed with 4 in favor, 0 opposed.