

Crown Mountain Water Supply Corporation

Board of Directors Meeting

May 11, 2019

MINUTES

Directors present – Chano Falcon, President
Babette Eikenberg, Vice President
Sam Ferguson, Treasurer
John Klebenow, Assistant Secretary

Also present – Nora Falcon, Business Manager, Chano Falcon as Well Operator

- I. Meeting called to order at 10:00 am.
- II. (No opening statement)
- III. **Motion** was made to approve minutes of Membership Meeting (February 2019) and meeting of new directors immediately following Membership Meeting. Motion was seconded and unanimously approved.
- IV. a. Treasurer's Report – Profit and Loss Report (January thru April 2019), Balance Sheet (as of May 10, 2019) submitted by Sam Ferguson. -
Insurance expense of \$3371 and reimbursement for well operator license fees of \$430.50.
-Income tax form filed.
-Discussion on well site property tax.
-Discussion of liability insurance for well operator. Chano Falcon to follow up.
-**Motion** was made, seconded, and unanimously approved to move \$10K into savings for higher interest rate.
- b. Business Manager's Report – Nora Falcon updated the Board on delinquent accounts and collections.

- Nora presented a rough draft of a letter to be reviewed by Board of Directors, to be sent to the developers of Crown Mountain Ranch Unit I, and Oak Meadows I & II subdivisions, concerning unpaid and pending membership fees to CMWSC. This letter will be placed on the agenda for next Directors meeting.
- There are currently 61 accounts, of which 30 are maintenance accounts.
- c. Operator's Report – Chano Falcon, as well operator, updated the Board on repairs and maintenance:
 - Repairs of 3" valve and chlorine injector.
 - Annual replacement of RO membranes is approaching, but membranes are still performing well.
 - Members to be notified in the next water bills that the Consumer Confidence Report (CCR) will be available for customer review.
- **Motion** was made, seconded, and unanimously approved to accept and submit the report.

V. New Business

- a. Letter sent to Central States with results of proposed sale balloting. Central States requested results from each subdivision.
- b. TECQ inspection follow up items tabled awaiting TCEQ report.
- c. RO reject testing/Level 1 Authorization tabled awaiting TCEQ report.
- d. Property purchase tabled.
- e. Reject water hauling tabled.
- f. Customer Service Inspection/Report tabled for clarification.
- g. Travel policy to be added to August agenda; Board to review and comment.
- h. **Motion** was made, seconded, and unanimously approved to cease payments for well site mowing and trimming; these tasks to be done during community workdays.
- i. Babette to finish work on Bylaws update. Need separate article concerning adherence to TCEQ laws/guidelines.
- j. Drought contingency – Level 1 statement to be included on water bills.

VI. Old business

- a. Iron filter awaiting installation.
- b. Storage tank addition waiting on TCEQ report.

- VII. Executive session
 - a. Took no action on raising Maintenance account fee.
 - b. **Motion** was made, seconded, and unanimously approved to revise tariff sheet to reflect maximum meter size of 1.25". Revision date 5/11/2019. Effective date 7/1/2019.
 - c. Board of Directors find communications to the Board by Chano Falcon, as water operator, copacetic.
- VIII. Next Board of Directors meeting August 10, 2019 at 10am. At Senior Center, Camp Wood.
- IX. Motion made, seconded, and unanimously approved to dismiss at 12:00 noon.