

Crown Mountain Water Supply Corporation Special Board of Directors Meeting Minutes

Date of Meeting: November 21, 2024

Time: 9:00 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	X
Vice President:	Greg Snell	X
Secretary/Treasurer:	Ken Hobbs	X
5 th Board Position:	(Vacant)	
Assistant Secretary:	Rick Garza	X
Non-Board Assistant Secretary:	Adria Schreiber-Garza	X

CMWSC contractor(s):

Water Service Operator:	Rick Garza	X
Bookkeeping	Debra Walston	

CMWSC – Committees Members Present:

IT Committee		Election Committee	
Kerry Miller		Adria Schreiber-Garza	X
Adria Schreiber-Garza	X	Brenda Sisley Askew	
Richard Landry		LB Brackin	

Operations Committee		Rate Review Committee	
Yvonne Miller		Chano Falcon	X
Shawn Meredith		Adria Schreiber-Garza	X
LB Brackin		Dr. James Lindstrom	X
Adria Schreiber-Garza	X	John Klebenow	X

Infrastructure Committee

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

Members / Public present and not noted above:

None

Members/Public request for documentation:

None

1. President called the meeting to order at 9:00 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
 - a. October 31, 2024, Special Board Meeting
Motion to approve Minutes by Greg, seconded by Rick. Motion carried.

3. Directors' Reports
Ken – None

Greg – Ken would cover his topics later in the meeting

Rick – Handed out information on Customer Service Inspections (CSIs) and a list of the members he thought had water troughs. He asked that the other Board members read up on CSIs since it had been a few years since they had been a topic addressed by the Board. He spoke briefly about water troughs and the issue of cross contamination. Ken said that he didn't believe the Looneys had a water trough even though Rick had them on his list. Adria mentioned that the corporation has no one designated to do follow-ups on CSIs from new property owners/water customers. Doc said that the issue would need to be addressed at a subsequent meeting.

Doc – Reported that the well monitoring gauge was reporting levels higher than 550 feet, but that he didn't believe they needed to switch back to Stage 2 yet.

4. Treasurer's Report
Ken reported that the October financials have been completed and there was nothing of significance to report. He reported that the checking account had \$9,323.96, the savings had \$36,626.71 and the Infrastructure Fund had \$8,984.96 as of this morning. For November activity, the corporation had purchased two pressure tanks, and the air compressors associated and they were ready for installation. A new RO system has been purchased, including extra filters, and two pre-filter housings and filters, pressure switch, and a relief valve to adjust the current pressure tank have been purchased as well. Total spend to-date for the items mentioned is \$16,718. Doc commended those involved in the research and acquisition of the new equipment. The purchase of a smart water meter for the well was noted.
5. Committee Updates
 - a. Election Committee

- i. Approval of “Notice of Opportunity to Apply for Vacant Position 2025” and “Candidate Application 2025 (fillable) form
Adria went over the timeline for the 2025 Board elections.

Ken moved that they approve the two documents presented for review on 5ai. Second by Rick. There followed discussion about the logistics of getting the application forms out. Doc said to send them as a separate mailing. Ken agreed that he would send out the documents by email and USPS per members’ preferred contact methodology. Adria said she would send out a CMWSC Notice text prior to the mailout. The Motion was approved unanimously.

- b. Infrastructure Committee
Greg said there was nothing beyond what had already been mentioned.
- c. IT Committee
Nothing
- d. Operations Committee
Nothing

6. Old Business

- a. Discussion and possible action regarding recommendations from the Infrastructure Committee relating to the current, or a new, RO system
 - i. Resolution retroactively approving purchase of smart meter, item tabled at previous meeting

Doc read the Resolution to Record. Greg moved that they accept the Resolution as read. Rick seconded. There was no discussion. The Motion passed as follows; Aye – 3, Nay – 0, Abstain - Ken

7. New Business

- a. Discussion and possible action regarding Regular Board of Directors Meeting set for December 14, 2024

Following discussions of availability, Ken moved that the next Regular Board Meeting be rescheduled for December 10th, 9:00 AM. Greg provided the Second. There was no further discussion. The Motion passed.

- b. Discussion and possible action regarding acquisition of a third corporate debit card
Ken said he thought it might be useful for either the President or Vice President to hold another corporate debit card. There was discussion about the existing debit cards as well as how large dollar purchases are currently made. Ken recommended taking no action. There was discussion that when large purchases are approved by the Board, approval for payment by one of the existing debit cards also be approved.

Ken moved to table this item until after the 2025 election. Greg provided the Second. There was no further discussion, and the Motion passed unanimously.

8. Closing

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

9. Adjournment

Ken moved to adjourn, at 10:05 AM. Greg provided the Second. The Motion carried.