**Minutes of the MONTHLY Meeting of**

**EAST CRAWFORD WATER SUPPLY CORPORATION**

**November 21, 2023**

**Meeting Room at Water Plant at FM 185 @ Cattle Drive, Crawford, Texas**

Present: Clay Plemons, Charlotte Miller & Chuck Raley

Staff: Linda & Don Brandon

Guests: Jenaro Medina & Cesar Sequeida

Plemons called the meeting to order & determined that a quorum was present.

A motion was made to approve the Minutes of the 9/19/23 Meeting. 2nd. Passed.

There was no update on the PUC response to the CCN Map Amendment. The deadline for the PUC to approve or disapprove the East Crawford’s revised CCN map was 11/20/23; however, the PUC had given themselves an extension to 12/8/23. If approved, letters will be sent to all property owners owning 25+ acres allowing them to opt out of the new CCN. Letters will also be sent to all adjoining water systems asking for any objections to the new CCN map.

Linda informed the Board that she had prepared easements for the line replacement projects on Cupp Road, Compton Road & James Flynn. She asked for their help if she ran into any problems getting them signed. She informed the Board that Fritz Matthies, Trustee for the Fred Oliver Trust had refused to grant an easement the last time she was trying to secure new easements from everyone. The Oliver Trust owns the land on both sides of Cupp Road.

Tim spoke with Cory Westerfeld regarding his mom’s sprinkler system & the need for her to have a RPV installed & tested annually. Cory was not happy with this regulation but said that he would disconnect the line to her sprinkler system, cap it & send a picture for the file.

Don explained to the Board that Michael Blassingame with Mighty Men would be performing the LCRR inspections on each of the East Crawford water meters as soon as he finishes the inspections at Levi WSC.

The Board discussed the new Tariff revisions. A motion was made to change the Disconnect/Reconnect Fee to $75/each. 2nd. Passed. A motion was made to change the New Meter Tap Fee to $8200 + the $200 Membership Fee + the Meter Installation Fee. 2nd. Passed. Linda to add a separate $200 membership Fee to the Fees Section. A motion was made to remove the meter, the meter box & meter tap after 6 months of non-payment on an account. 2nd. Passed. Linda explained to the Board how East Crawford’s leak adjustment formula worked. Linda to get Ms. Croft’s approval of these Tariff changes.

Clay informed the Board that Ken Kanz with the Motor Shop was working on installing the new generator at Plant 2. Kanz was going to bring one of his own generators to run Plant 2 while he is replacing the electrical at Plant 2 & connecting the generator. Don to add a combo lock on the new gate at Plant 2 with the same combo as Plant 1. Linda to check with Kanz if he had the initial diesel fill-up included in his quote.

Don said he would bring his dump trailer so that Chuck could remove the mound of dirt & rock in the location for the new shipping container.

A motion was made to approve a leak adjustment for Tracy Miller & Clay Plemons. 2nd. Passed.

Linda explained to the Board that she requires a new easement from all new applicants. She has been trying to get an easement from a new customer since they bought property in March, 2023. The Board asked Linda to send him another letter giving him 10 days to furnish the easement or his meter would be locked.

Linda explained to the Board that she had called each of the Past Dues. The Board said to lock out anyone that does not make arrangements for their payment.

A motion was made to approve the Financials as presented. 2nd. Passed.

The Board asked Don to have the master meter from Plant 1 West fixed as well as the Nelson Hill master meter. According to the readings there are bad leaks down James Flynn & the Blue Top House Road. Don to have Michael try to locate & fix these leaks.

The next meeting will be on Tuesday, 12/19/23 at 6 pm.

Meeting adjourned.

Respectfully submitted,

Linda Brandon