**Minutes of the MONTHLY Meeting of**

**EAST CRAWFORD WATER SUPPLY CORPORATION**

**December 19, 2023**

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

Present: Clay Plemons, Tim Anderson & Charlotte Miller

Staff: Linda & Don Brandon

Guests: Michael Blassingame, Molly & Trammel Kelly

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

A motion was made to approve the Minutes of the 11/21/23 Meeting as presented. 2nd. Passed.

Clay asked the Kelly’s if they had any questions for the Board. They were there to see if there had been any progress in the possibility of East Crawford WSC selling meters yet. Clay explained that the PUC had a deadline of 11/20/23 to respond to ECWSC’s latest mapping that Ms. Croft had sent in. PUC gave themselves an extension until 12/8/23 only to reject the mapping because the City of Waco’s calculated area in their Dual Certification Agreement did not match the acreage that ECWSC’s map showed. This discrepancy was because in the previous mapping that ECWSC had sent in was rejected because the PUC felt that ECWSC was taking areas that had not requested service from ECWSC. PUC’s rejection of the previous map contradicted PUC’s methodology that any & all tracts of land in Texas be served by someone’s CCN. After the previous rejection Ms. Croft & Tabor & Associates spent many hours pulling out all the areas within the proposed CCN that had not requested service to satisfy PUC’s Tracy Montez’s requirements thus throwing off the calculated acres. Doc Anderson has gotten involved & is thinking of filing a complaint with the State of Texas Ethics Committee. Ms. Croft did send an explanation back to the PUC explaining that the discrepancy in the acreage was because of PUC’s required changes. If this new map is 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 has been in touch with Ms. Croft for her help in securing some of these easements.

Linda informed the Board that Michael Blassingame w/Mighty Men had started inspecting each of the ECWSC meters per the LCRR requirements.

Tim spoke with Cory Westerfeld regarding his mom’s sprinkler system & the need for her to have a RPV installed & tested annually or to disconnect her sprinkler system from EC water. As of this meeting, Linda had not received a BPAT Inspection or photos of the sprinkler system being disconnected from the water system. Linda to send Ms. Westerfeld one more letter stating that one of these options must be completed within 2 weeks of the letter or her water service would be disconnected.

Linda had sent a copy of the proposed revised Tariff to Ms. Croft which included 1) to change the Disconnect/Reconnect Fee to $75/each, 2) to change the New Meter Tap Fee to $8200 + the $200 Membership Fee + the Meter Installation Fee, 3) to add a separate $200 membership Fee to the Fees Section, and 4) to remove the meter, the meter box & meter tap after 6 months of non-payment on an account. Ms. Croft had approved these Tariff revisions and suggested that ECWSC add the following disclaimer that gives ECWSC an “out” in the event the meter is mistakenly not removed. “However, even if any portion of the meter, meter box, or tap are mistakenly not removed, the following are still required to be paid for.” A motion was made to approve Ms. Croft’s suggested change to the tariff. 2nd. Passed.

Ken Kanz with the Motor Shop has installed the new generator at Plant 2. Don had not been contacted yet by Kanz to go over the initial startup process.

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. Linda to check with Tabor if the interest earned on the ARPA funds has to be used for qualified ARPA projects. A motion was made to pull $490,000 from the Money Market account at FNB Bosque County & start 2-$245,000 CD’s + a 3rd CD for the interest earned on the 2 CD’s. 2nd. Passed. Linda to check with Tabor on the process for the withdrawal of ARPA funds for projects already completed & paid for.

Michael got an estimate of the cost of a normal meter installation—Appx $265 for materials & $250-$350 for labor. Michael had also installed a meter can on Nelson Hill for ease in repairing the in-line master meter. Michael will check with the parts houses on a price to fix or replace the master meter from Plant 1 West. Michael will work on trying to narrow down where the leak(s) is/are on the Blue Top House road.

The next meeting will be on Tuesday, 1/16/24 at 6 pm.

Meeting adjourned.

Respectfully submitted,

Linda Brandon