**Minutes of the ANNUAL MEMBERSHIP Meeting of**

**EAST CRAWFORD WATER SUPPLY CORPORATION**

**April 15, 2019**

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

Officers and Directors present were Clay Plemons, Charlotte Miller & Chuck Raley

Staff members present were Don & Linda Brandon

Guests Present: Johnny Tabor, James Smith, Rodney Talbert, Jimmy Talbert, Collin Brooks, Jake Schmidt, Tyler Wallace, Jordan Ratliff and Joe Maley

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

A motion was made to appoint Jake Schmidt to serve as a replacement for Chad Lewis’ vacant Board position. 2nd. Passed.

A motion was made to approve the Minutes of the 2018 Annual Meeting & the 3/13/19 Meeting. 2nd. Passed.

Clay explained to the guests the process that ECWSC is going through with the PUC to amend the ECWSC CCN from a Facilities Only CCN to a Facilities + 200 feet CCN to allow ECWSC to sell new meters in the future. This is a slow & costly procedure. The last correspondence received from the PUC stated that they would have a decision on or before 4/15/19 as to their interpretation of a Facilities Only CCN. Clay had no further update on this issue at this time.

Tabor informed the Board that B-Corp had been awarded the contract for the water line relocation on Speegleville Road. ECWSC had received a letter from Scott Felton that extended the completion date of this relocation project to 6/15/19. The contract with B-Corp has a completion date of 6/10/19.

Tim Anderson was not present at the meeting to give an update on the backup generator installation or the size of the slab that is needed for the generator to sit on. Clay to call Ken Kanz for an update.

James Smith with TRWA presented a rate study to the Board that he & Linda Brandon had worked on. James explained how the program works & how the Board can use the template each year when their annual financials are available. Should the ECWSC rates ever be audited by the PUC it will be very helpful to have these rate studies on file to substantiate any rate increases.

Clay asked James if TRWA recommended wording to be included in their model tariff regarding a timeframe for developers to complete the construction of the subdivision infrastructure before the developers would be required to have the meters installed & a monthly minimum paid on each meter. James said that he did not know of any WSCs that have that timeframe in their tariff; however, it definitely should be included in any non-standard developer contract. James also told the Board that they needed to watch for owners of large tracts trying to sell off tracts one tract at a time. The tariff needs to be very clear as to the meaning of subdividing & the Board needs to be very firm in enforcing the tariff.

Part of the process of amending the CCN involves the assistance of an engineer. Tabor has agreed to provide his services such as consultation, water system information, field reconnaissance and mapping should ECWSC need his expertise. Tabor presented the Board with a contract based on an hourly rate. The total not to exceed $5000 without prior written authorization by ECWSC. A motion was made to authorize Clay to sign this contract. 2nd. Passed.

Clay informed the Board that the City of Waco’s approval is also needed for the CCN amendment. He & Ms. Croft have met with the City of Waco regarding allowing ECWSC to be dually certified with them since a large part of the ECWSC system is in Waco’s ETJ. Waco appears to be ignoring ECWSC & will not reply to ECWSC’s request.

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

The next meeting will be on Wednesday, 5/8/19 at 6:00 pm at the water building.

A motion was made to adjourn. 2nd. Passed.

Respectfully submitted,

Linda Brandon