**Minutes of the Monthly Meeting of**

**EAST CRAWFORD WATER SUPPLY CORPORATION**

**July 8, 2020**

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

Present:  Clay Plemons, Charlotte Miller & Jake Schmidt

Staff:  Don Brandon

No guests present

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

A motion was made to approve the Minutes of the 6/10/20 monthly meeting as presented.  2nd.  Passed.

Clay reported that the Bo Crook PUC complaint was still in progress.

Clay reported on an update on the PUC CCN Amendment. Clay read a proposed letter that Linda is to send to each of the new meter requests. The letter asks them to send a letter to the City of Waco requesting a Waco water meter since ECWSC & the City of Waco share dual certification in some of ECWSC’s CCN. The letter also asks them to send a copy of Waco’s approval or denial response to ECWSC. Some of those requesting a new meter have talked with Jim Dunham regarding this dual certificated area.

There has not been any new action on ECWSC’s Tax Exempt Application status.

Don reported to the Board that he had not had time to investigate the cost of a tracer wire tester but would in the coming days.

The Board further discussed the possibility of purchasing a Self-Contained Breathing Apparatus. Don mentioned that if possible, he preferred a SCBA with a metal tank as they can be re-charged where one with a fiberglass tank has a limited shelf life & cannot be recharged.

No further action was taken at this time on contacting local politicians regarding the timeline of approval by the PUC.

The Board reviewed the Maintenance Agreement from The Motor Shop for the new generator. They would like the Agreement to specify if the price was annual, semi-annual, quarterly or monthly. They would like the agreement to include keeping the diesel tank filled with ECWSC paying the cost of the diesel. They also wanted the agreement to provide ECWSC with a copy of the maintenance done so that Don will have a record for his TCEQ records.

Linda had provided each of the Board members with a copy of the 2019 CCR (Consumer Confidence Report). The CCR is available on ECWSC’s website.

The Board reviewed the current list of new meter requests. No action was taken.

The Board reviewed the payment received from Walker Partners to pay for the water line on Speegleville Road that had to be lowered due to a miscalculation by Walker Partners, the McLennan County Engineer. Motion to approve this payment. 2nd. Passed.

It was brought to the Board’s attention that the property at 1512 New Windsor Parkway appears to be operating as a Bed & Breakfast with multiple cabins which may require a master meter or individual meters for each cabin as per the Tariff.  Linda to prepare a letter to the owners making them aware of this issue that needs to be taken care of.

The next meeting will be on Wednesday, 8/12/20 at 6 p.m. at the Water Building.

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

Respectfully submitted,

Linda Brandon