

BOARD OF DIRECTORS

Meeting Minutes

April 15, 2021 6:00 PM.

Crestline Sanitation District, Meeting Room
24516 Lake Drive, Crestline, CA 92325

CALL TO ORDER: Director Pederson calls the meeting to order at 6:00 PM.
Director Stone leads the Pledge of Allegiance.

PRESENT: President: Donald Pederson
Treasurer: Daniel Dobrescu
Director: Eric Stone

ABSENT: Secretary: Joseph Jackson
Vice President: Gilbert Flores

STAFF PRESENT: Office Administrator: Rosemarie Garcia
Chief Operator: Nathan Burwell

Audience Members: See Attachment-A

MOTION: With Director Jackson being absent, Director Pederson motions to appoint Director Stone as Secretary for the purposes of this meeting only. Director Dobrescu seconds the motion.

ACTION: Motion approved upon unanimous vote.

1. Consent Agenda:

A. April 15, 2021 Agenda, Approval.

B. March 18, 2021 Minutes, Approval.

MOTION: Director Dobrescu motions to approve the Consent Agenda as presented.
Director Pederson seconds the motion.

ACTION: Motion passes upon unanimous vote.

2. Old Business:

A. FY 2021/22 Budget.

DISCUSSION: The Board and Staff review and discuss changes to the draft budget since the last meeting. Projected Revenue has increased approximately \$26k for a total of \$893,299. Projected Plant Operation & Maintenance expenses have increased \$15k for a total of \$119,824 (to include rehabilitation of Jobs Peak tank). General Operation expenses have decreased approximately \$10.6k for a total of \$438,636 (to include expense for corrosion control study). Labor expense has increased approximately \$840 for a total of \$341,302 (includes payroll taxes, medical insurance contributions and IRA contributions). Total Net Gain/Loss has improved approximately \$20.8k for a total of -\$6,464 (includes depreciation). Total projected Operational Gain is \$111,736 (excludes depreciation).

MOTION: Director Stone motions to approve the FY 2021/2022 as amended. Director Pederson Dobrescu seconds the motion.

ACTION: Motion passes upon unanimous vote.

3. New Business:

A. Request for Service, APN 0342-212-12-0000

DISCUSSION: The Board and Staff review and discuss the request for service. CO Burwell indicates that they will need to install a backflow prevention device.

MOTION: Director Stone motions to approve the request for service, contingent upon installation of backflow prevention device. Director Dobrescu seconds the motion.

ACTION: Motion passes upon unanimous vote.

4. Financial Report, March 2021:

DISCUSSION: The Board reviews the financial reports. OA Garcia reports that all bank reconciliations are balanced.

MOTION: N/A

ACTION: N/A

5. Operations and Production Report, March 2021:

A. Field Operations Report

- Repaired service line and replaced old meter at 444 Hartman Circle. Par Electric ran meter box over breaking service line. (668 cubic feet)
- Installed new Missions Communications radios at Sawpit, Jobs Peak, Upper and Lower Burnt Mill sites.
- Superior Tank Solutions performed inside and outside inspection on Jobs Peak Tank.
- Replaced broken angle stop and installed new meter at 21727 Vista Rd. (1984 meter)

- Replaced broken angle stop and bench tested meter at 22430 Pine Dr. Customer complained about high bill, meter tested good.
- Replaced hard to read meter at 21657 Vista Rd. (1984 meter)
- Replaced ¾" galvanized service line with 1" poly service line at 21772 Sawpit Canyon Rd.
- Built transducer covers out of pipe and installed at all sites with tank level transducers.
- Temp patched road cutout at 21772 Sawpit Canyon Rd.
- Performed pump maintenance on all pumps.
- Repaired PRV vault lid with steel plate at the end of Mozumdar Dr. Had 6X9".
- Replaced meter box and lid at 21855 Lakeland View. Par Electric ran meter box over, No leak.
- Cut trees, branches and cleaned out creek next to office.
- Inspected and cleaned dirt out of PRV vaults.
- Repaired broken angle stop and installed new meter at 444 Long Beach Ave.
- Walked Mid Burnt Mill wells 4,5 and 6 lines from wellheads to tank. Removed trees and branches under well lines.
- Serviced small engines. (generator, pressure washer, trench pumps)
- Installed mini-whip antenna's at Coonturn, Mid and Lower Burnt Mill sites.
- Replaced last 2 old (1984) meters. Replaced 3 old (1985) meters.
- CLAWA pumps, turned up from 9.5gpm to 40gpm on 3/1 (recover from main line leak on Lakeland View Rd. at end of February). Turned down to 10gpm on 3/8, off on 3/9 and back on 3/22.
- Marked out 46 Dig Alert tickets, 44 Edison replacing power poles/anchor and 2 for residents.
- All water samples taken for March and reported to State Water Resources Control Board reveal all samples taken are fine and under MCL.

B. Production Report

Domestic production in March was 214,703 cubic-feet (37.2 gpm). Purchased water (CLAWA) was 71,337 cubic-feet (12.4 gpm), for a total of 286,040 cubic-feet (49.5 gpm) to the system.

6. Public Comment:

No public comment cards were submitted.

7. Announcements:

A. Director Pederson stated the next Regular Meeting is tentatively scheduled for May 20, 2021 at 6:00 p.m.

Adjourn to Executive Session

MOTION: Director Pederson motions to adjourn to executive session at 6:45 pm.
Director Dobrescu seconds the motion.

ACTION: Motion approved upon unanimous vote.

8. Shareholder Matters: N/A

9. Memberships Canceled/Issued:

MEMBERSHIP CANCELTION/ ISSUANCE, CHANGE IN OWNERSHIP

Account:	Cert# Cancelled:	Cert# Issued:
1. 1-320	010913A	010929A
2. 6-86	010861A	010936A
3. 6-346	009799A	010957A
4. 3-383	8376A	010958A
5. 1-172	010584A	010959A

DISCUSSION: None

MOTION: Director Stone motions to approve cancellation and issuance of Memberships associated with the accounts as listed. Director Dobrescu seconds.

ACTION: Motion approved upon unanimous vote.

MEMBERSHIP ISSUED, NEW

Account:	Cert# Issued
1. 5-810	010961A
2. 99-3362	010962A

DISCUSSION: None

MOTION: Director Stone motions to approve issuance of Memberships associated with the accounts as listed. Director Dobrescu seconds.

ACTION: Motion approved upon unanimous vote.

MEMBERSHIP CANCELLATION, VIOLATION OF RULES & REGULATIONS

Account:	Cert# Cancelled:
1. 10-90	010857A

DISCUSSION: The Board and Staff discuss the circumstances regarding the request for cancellation.

MOTION: Director Pederson motions to approve cancellation of Memberships associated with the accounts as listed. Director Dobrescu seconds.

ACTION: Motion approved upon majority vote, Director Stone votes in dissent.

OA Garcia and CO Burwell are excused.

10. Personnel Matters:

DISCUSSION: The Board reviews proposed wage increases for FY 2021/22.

MOTION: Director Pederson motions to approve FY 2021/22 wage increases as presented. Director Dobrescu seconds.

ACTION: Motion approved upon unanimous vote.

11. Legal Matters: N/A

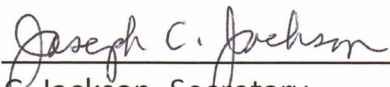
12. Third Party Contracts: N/A

ADJOURNMENT

MOTION: Director Pederson motions to adjourn the Executive Session at 7:20pm.
Director Stone seconds the motion.

ACTION: The Meeting was adjourned upon unanimous vote.

Approved:  Date: 5/20/2021
Donald Pederson, President

Attest:  Date: 5/20/2021
Joseph C. Jackson, Secretary