

# BOARD OF DIRECTORS

## Meeting Minutes

April 19, 2023 6:00 PM.  
Crestline Sanitation District, Meeting Room  
24516 Lake Drive, Crestline, CA 92325

**CALL TO ORDER:** Director Flores calls the meeting to order at 6:00 PM

**PRESENT:** President: Gil Flores  
Secretary: Joseph Jackson  
Treasurer: Daniel Dobrescu

**ABSENT:** Vice President: Donald Pederson  
Director: Erin Kafieh

**STAFF PRESENT:** Operations Manager: Nathan Burwell  
Office Administrator: Rosemarie Garcia

**SHAREHOLDERS PRESENT:** None

### 1. Consent Agenda:

- A. April 19, 2023 Agenda, Approval.
- B. March 22, 2023 Meeting Minutes, Approval.

**DISCUSSION:** None

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

**ACTION:** Motion approved by unanimous vote.

### 2. Old Business:

- A. FY- 2023/24 Budget, (Approval)

**DISCUSSION:** The Board reviews the draft budget as presented. The bids for smart meter installation were not received and will be reviewed at a future date for possible inclusion in the budget.

**MOTION:** Director Dobrescu motions to approve the draft budget for FY- 2023-24.  
Director Jackson seconds the motion.

**ACTION:** Motion approved upon unanimous vote.

### **3. New Business:**

#### **A. Director Compensation Increase, (Discussion)**

**DISCUSSION:** Director compensation has remained at \$50 per meeting since the late 1990's. Other local Boards pay their members at the time of the meeting according to Director Flores.

**MOTION:** Director Flores motions to increase the Director compensation for each meeting (including the Annual Meeting) to \$150 per meeting, effective with this meeting April 19, 2023. Director Dobrescu seconds the motion.

**ACTION:** Motion approved upon unanimous vote.

### **4. Financial Report, March 2023:**

**DISCUSSION:** The Board and staff review the financial and reconciliation reports. Director Dobrescu noted that the Company is exceeding FDIC insured limits in some banks. Director Flores suggested that there may be opportunities to earn interest on cash in the accounts now that rates are higher. Director Jackson requested a printed P & L statement for FY year-end April 30. Director Dobrescu questioned the auditor's method of reporting the T-bills on the P & L and suggested the new auditor be consulted.

**MOTION:** N/A

**ACTION:** N/A

### **5. Operations and Production Report, March 2023:**

#### **A. Field Operations Report**

- Lots of snow removal at shop, office and all site for multiple storms.
- Staged generators at CLAWA and Jobs sites.
- Repaired electrical to get pumps going at Lower Burnt Mill.
- Replaced breaker for Missions Mydro (SCADA) and Chlorine pump at Sawpit site.
- Water quality call on Coyote Trail. Flushed dead end on Coyote. (100ft<sup>3</sup>)
- Worked on finalizing the 2023-2024 budget.
- Helped CedarPines Pines community with food delivery and tree removal from roadways.
- Painted shop office ceiling.
- Purchased and picked up base for Mojave River Rd. Weather had degraded road at road cutout from January main line leak.
- Received a quote for onsite generators and radio meter reading.
- Turned one customer off, due to customer side leak.
- Two, five Day Notices due to non-payment.
- There was a lot of water loss from power outage at Lower and Middle Burnt Mill from tanks overflowing and unable to access sites to shut wells off.
- CLAWA turned on at 65gpm on the 1<sup>st</sup> (Turned on due to loss production from power outages) and turned off on the 14<sup>th</sup>.
- Marked/remarked two USA Dig Alert tickets for Edison.



- All water samples taken for March and reported to State Water Resources Control Board reveal all samples taken are fine and under MCL.

**DISCUSSION:** CO Burwell highlighted the continuing weather issues/snow in March which hampered operations. Power outages resulted in pumps inoperable, and therefore not moving water and tanks overflowing at Lower and Middle Burnt Mill sites. The known water loss is incorrect in the report. CO Burwell also stated that the SCADA system is not communicating correctly between certain sites.

### **B. Production Report**

Domestic Production reported was 286,322 cubic feet (49.6 gpm). Purchased water (CLAWA) was 143,078 cubic-feet (24.8 gpm), for a total of 429,400 cubic feet (74.4 gpm) to the system.

### **6. Public Comment:** None

### **7. Announcements:**

Director Flores announces the next Board of Directors meeting is tentatively scheduled for May 17, 2023.

### **Adjourn to Executive Session**

**MOTION:** Director Jackson motions to adjourn to executive session at 7:25. Director Dobrescu seconds the motion.

**ACTION:** Motion approved upon unanimous vote.

### **8. Shareholder Matters:**

**A. Will Serve Letter Acct #1-920, (Approval)**

**DISCUSSION:** None

**MOTION:** Director Flores motions to approve the will serve letter as presented. Director Jackson seconds.

**ACTION:** Motion approved upon unanimous vote.

### **9. Memberships Canceled/Issued:**

#### **MEMBERSHIP CANCELATION/ ISSUANCE, CHANGE IN OWNERSHIP**

Account:	Cert# Cancelled:	Cert# Issued:
1. 7-77	9266A	011101A
2. 1-230	8859A	011102A

**DISCUSSION:** None

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

**ACTION:** Motion approved upon unanimous vote.

**10. Personnel Matters: N/A**

**A. Medical Insurance Opt-Out, (Discussion)**

**DISCUSSION:** The company provides \$750 per month for full time employees toward the cost of medical insurance. Director Flores discussed the option of paying employees all or a portion of this provision (perhaps another benefit?) if the employee has proof of medical insurance from another source.

**MOTION:** None

**ACTION:** None

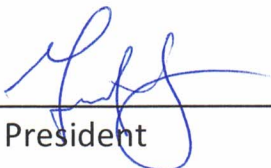
**11. Legal Matters: N/A**

**12. Third Party Contracts: N/A**

**ADJOURNMENT**

**MOTION:** Director Jackson motions to adjourn the Executive Session at 7:55. Director Dobrescu seconds the motion.

**ACTION:** The Meeting was adjourned upon unanimous vote.

Approved:  Date: 6/21/23  
Gilbert Flores, President

Attest:  Date: 6-21-2023  
Joseph Jackson, Secretary