

# BOARD OF DIRECTORS

## Meeting Minutes

August 15, 2019 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 6:02 PM.

**PRESENT:** President: Donald Pederson  
Vice President: Gilbert Flores  
Treasurer: Daniel Dobrescu

**ABSENT:** Secretary: Joseph Jackson  
Director: Eric Stone

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

**Audience Members:** See Attachment-A

Director Flores leads the Pledge of Allegiance.

### **1. Election of Directors/Officers:**

**DISCUSSION:** Being there are (2) vacant Director positions, as Director Jackson's and Director Stone's terms have expired and no election of Directors was held at the Annual Meeting of Shareholders due to lack of a quorum, an election by the remaining Directors shall be held. One application for Board service was submitted prior to the annual meeting (James Hanania). Appointment of Officers shall also be held.

**MOTION:** Director Flores nominates Joseph Jackson to serve as Director for a (3) year term.

**ACTION:** Joseph Jackson is elected upon unanimous vote.

**MOTION:** Director Pederson nominates James Hanania to serve as Director for a (3) year term, Director Flores nominates Eric Stone.

**ACTION:** (1) One vote for James Hanania and (1) one vote for Eric Stone was received, Director Dobrescu abstains. As no majority vote was achieved, the nominations are tabled for next meeting.

**MOTION:** Director Flores nominates Director Pederson for the office of President.

**ACTION:** Director Pederson is elected to the office of President upon unanimous vote.

**MOTION:** Director Dobrescu nominates Director Flores for the office of Vice President.

**ACTION:** Director Flores is elected to the office of Vice President upon unanimous vote.

**MOTION:** Director Dobrescu nominates Director Jackson for the office of Secretary.

**ACTION:** Director Jackson is elected to the office of Secretary upon unanimous vote.

**MOTION:** Director Flores nominates Director Dobrescu for the office of Treasurer.



**ACTION:** Director Dobrescu is elected to the office of Treasurer upon unanimous vote.

## **2. Consent Agenda Items:**

**A. August 15, 2019 Agenda, Approval.**

**B. July 18, 2019 Meeting Minutes, Approval.**

**C. July 27, 2019 Record of Annual Meeting of Shareholders, Approval.**

**DISCUSSION:** N/A

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

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

## **3. Old Business:**

### **A. By-Laws, General Update and Petition**

**DISCUSSION:** Director Pederson reports that the Company attorney hasn't yet responded to the request to review questions and suggested changes by the Board.

**MOTION:** N/A

**ACTION:** N/A

## **4. New Business:**

### **A. Tank Replacement, Ferncrest #2.**

**DISCUSSION:** The Board and Staff discuss the proposal from Superior Tank for removal and complete replacement of Ferncrest Tank #2. Expected life-span is 40-years. Estimated delivery is 15-weeks, with 30% deposit ARO. It was noted that new valves are not included, Director Pederson asks CO Burwell to assess the condition of the existing valves and prepare for replacement if necessary.

**MOTION:** Director Pederson motions to approve the proposal for \$156,085. Director Flores seconds the motion.

**ACTION:** Motion approved upon unanimous vote

## **5. Financial Report, June 2019:**

**DISCUSSION:** The Board and Staff review the financial reports. OA Garcia indicates she will update the Balance sheet to reflect T-Bill activity

## **6. Operations and Production Report, June 2019**

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

- Graded and removed oak tree at Upper Burnt Mill site in preparation for Harich Enterprises to start rehab of well #7. Harich Enterprises pulled the pump and inspected the well with their camera. It was discovered that the well wasn't in a state that would allow for rehab due to possibility of well casing collapsing.
- Center Electric came up to diagnose and repair the aeration system at Sawpit. They also repaired Ferncrest pump #2. Rotation was backwards.
- Moved dirt from Upper Burnt Mill to Middle Burnt Mill and Lower Burnt Mill to repair degraded road to Lower Burnt Mills pump house.
- Reinstalled meter and unlocked 21871 Sawpit after account was brought current.



- Started marking out valves on Job's Peak in preparation for county resurfacing roads on Job's Peak, Peak Circle North/South and Lakeland View.
- Hung 48hr notices on 8/13, Lock offs on 8/15 and read meters 8/15-8/23.
- Repaired service line leak and installed new meter at 21638 Devils Canyon Rd. Estimated water loss 1,500 gallons
- Removed temp patches, at 6 locations for Special Districts to permanently patch.
- Superior Tank Solutions came up to repair leaks on Lovers tanks 1 and 2 that accord after interior washout.
- Got measurements for new above and below ground tanks to be ordered.
- Replaced broken meter box and hard to read meter at 21635 Vista Rd.
- Rented a dump trailer and picked up 2 tons of cold patch for stock and to repair road cut out in front of 21638 Devils Canyon Rd.
- Marked out 27 Dig Alert tickets for Edison power pole replacement.
- All water samples taken for August and reported to State Water Resources Control Board reveal all samples taken are fine and under MCL.

#### **B. Production Report**

Domestic production in June was 302,224 cubic-feet (52.3 gpm). CLAWA has been turned off since February 2019.

#### **7. Public Comment: (no comment cards received)**

#### **8. Announcements:**

A. Director Pederson announces the next Regular Meeting is tentatively scheduled for September 19, 2019 at 6:00 p.m.

#### **Adjourn to Executive Session**

**MOTION:** Director Dobrescu motions to adjourn to executive session at 7:03 pm. Director Flores seconds the motion.

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

#### **9. Shareholder Matters: N/A**

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

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

<b>Account:</b>	<b>Cert# Cancelled:</b>	<b>Cert# Issued:</b>
1. 12-660	010834A	010866A
2. 12-412	010559A	010867A
3. 12-222	010134A	010869A
4. 1-920	009991A	010870A

**MOTION:** Director Pederson 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.



**11. Personnel Matters:**

**A. Temp-to-Hire, Operator in Training.**

**DISCUSSION:** The Board and Staff discuss the necessity for hiring an additional Operator to help with general labor and miscellaneous tasks associated with operation and maintenance.

**MOTION:** Director Pederson motions to approve hiring of a temporary employee for a period of at least 3-months. Director Dobrescu seconds the motion.

**ACTION:** Motion approved upon unanimous vote

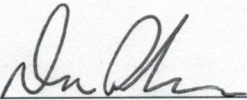
**11. Legal Matters: N/A**

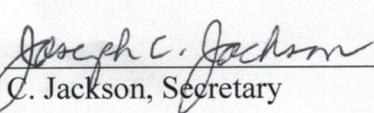
**12. Third Party Contracts: N/A**

**ADJOURNMENT**

**MOTION:** Director Pederson motions to adjourn the Executive Session at 7:41pm. Director Dobrescu seconds the motion.

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

Approved:  Date: 11/21/2019  
Donald Pederson, President

Attest:  Date: 11/21/2019  
Joseph C. Jackson, Secretary