

BOARD OF DIRECTORS

Meeting Minutes

December 17, 2020 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 6:04 PM.
Director Flores led the Pledge of Allegiance.

PRESENT: President: Donald Pederson
Vice President: Gilbert Flores
Treasurer: Daniel Dobrescu
Secretary: Joseph Jackson
Director: Eric Stone

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

Audience Members: None.

1. Consent Agenda:

- A. December 17, 2020 Agenda, Approval.
- B. October 15, 2020 Meeting Minutes, Approval.

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

ACTION: Motion approved upon unanimous vote.

2. Old Business: None

3. New Business:

A. Operator Cell-Phones: Company vs Personal.

The Board discussed terminating company provided cell phones for Operators (at operator request), and reimbursing employees for using personal phones for company business.

MOTION: N/A

ACTION: The Board agrees that employees will be offered the option of continuing to use a company provided phone, or to use their personal phone and receive a

\$45/month stipend. Maintenance and replacement of personal cell phones shall be at the expense of the employee.

B. Combine Contiguous Company Owned Parcels.

DISCUSSION: The Board and Staff discuss combining the following 11 parcels owned by the Company into 5 parcels, for assessment purposes:

- 0342-162-01-0000, 0342-162-42-0000
- 0342-152-52-0000, 0342-161-56-0000
- 0342-122-01-0000, 0342-122-63-0000, 0342-122-64-0000
- 0342-282-19-0000, 0342-282-20-0000
- 0342-112-18-0000, 0342-141-27-0000

MOTION: Director Jackson moves to combine the contiguous company owned parcels as listed. Director Stone seconds the motion.

ACTION: Motion approved upon unanimous vote.

4. Financial Report, November 2020:

DISCUSSION: The Board reviews the financial reports. Consumption revenue remains higher than projected. As of October 31 (6 months of FY), we have received 59.5% of projected revenue, and expenses are at 48.5% of projected YTD. Electricity costs are over budget YTD and needs investigation. The Ferncrest tank rehab bill in November has put expenses 9% over budget YTD.

MOTION: N/A

ACTION: N/A

5. Operations and Production Report, November 2020:

A. Field Operations Report

- Installed bollard post next to fire hydrant on Fir St.
- Replaced 9 old meters found while meter reading.
- Replaced old gate valve with lockable curb stop at 22308 Pine Dr.
- Installed solar panels, wiring, Inverters and batteries at Lovers tanks 1 and 2 for transducer heat tape.
- Repaired road patch in the intersection of Devils Canyon and Doyle.
- Replaced front brakes on Toyota.
- Serviced Toyota oil + filter.
- Inspected air vacs throughout the system.
- Replaced heat tape that stopped working at Jobs tanks transducer.
- Replaced cracked chlorine injector in Sawpit pump house.
- Replaced old gate valves with lockable curb stops at 454 Willow Witch, 430 and 420 Rate Rd.
- Replaced old meter and meter box lid at 420 Rate Rd.
- Took WQP Source and Tap samples along with 20 Lead and Copper tap samples.

- Installed new water heater in office bathroom.
- Temporary repaired office roof with existing shingles and tar.
- Replaced broken meter box at 21520 Peak Circle.
- Installed flap valve on Ferncrest tank overflow pipe near road.
- Made brackets and installed rubber guard on backhoe attachment to protect hydraulic lines.
- Trimmed tree Branches and removed over growth along Lower Burnt Mill and Lovers Lane access roads.
- Bolted vent cover back on top of Ferncrest tank 1 after wind blew it off.
- Replaced 5 broken snow poles and added reflective tape throughout the system.
- Structure fire at 294 Triangle Nook Rd. Around 6:00pm 11/24. Drop in Lovers tanks at the time of fire (2,105 cubic feet)
- CLAWA pumps turned on 11/24 9:00am at 20gpm.
- Marked out 11 Dig Alert tickets, 7 Edison replacing power poles/anchor and 4 for residents.
- All water samples taken for November and reported to State Water Resources Control Board reveal all samples taken are fine and under MCL.

B. Production Report

Domestic Production in November was 241,288 cubic-feet (41.8 gpm). Purchased water (CLAWA) was 21,698 cubic-feet (3.8 gpm), for a total of 262,986 cubic-feet (45.5 gpm) to the system.

6. Public Comment: N/A

7. Announcements:

A. Director Pederson stated the next Regular Meeting is tentatively scheduled for January 21, 2020 at 6:00 p.m.

B. Congratulations to Office Administrator Rosemarie Garcia for 5 years of service to the company!

Adjourn to Executive Session

MOTION: Director Stone motions to adjourn to executive session at 7:00pm. Director Pederson seconds the motion.

ACTION: Motion approved upon unanimous vote.

8. Shareholder Matters: N/A

9. Memberships Canceled/Issued:

MEMBERSHIP CANCELATION/ ISSUANCE, CHANGE IN OWNERSHIP

Account:	Cert# Cancelled:	Cert# Issued:
1. 7-37	010824A	010919A
2. 1-715	010556A	010921A
3. 6-306	009947A	010927A
4. 3-303	010864A	010928A
5. 3-223	010354A	010930A
6. 9-109	009838A	010931A
7. 9-219	009757A	010934A

DISCUSSION: None

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

ACTION: Motion approved upon unanimous vote.

10. Personnel Matters: N/A

11. Legal Matters:

DISCUSSION: Director Pederson reports there has been communications with a property owner outside of our service area, who is demanding service. The Company has responded that service is not available outside the service area. In the most recent conversation with Director Pederson, the property owner mentioned the potential for litigation if service is not provided.


ACTION: None

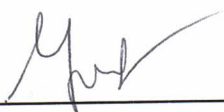
12. Third Party Contracts: N/A

ADJOURNMENT

MOTION: Director Pederson motions to adjourn the Executive Session at 7:47pm. Director Flores seconds the motion.

ACTION: The Meeting was adjourned upon unanimous vote.

Approved:  Date: 1/21/2021
 Donald Pederson, President

Attest:  Date: 1/21/2021
 Gilbert Flores, Secretary (pro tem)