



BOARD OF DIRECTORS

Meeting Minutes

February 26, 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 6:00 PM.

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

ABSENT: Vice President: Gilbert Flores

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

Audience Members: None

1. Consent Agenda Items:

- A. February 26, 2019 Agenda, Approval.
- B. January 17, 2019 Meeting Minutes, Approval.

DISCUSSION: N/A

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

ACTION: Motion approved upon unanimous vote.

2. Old Business:

A. By-Laws, General Update (status)

DISCUSSION: Board members presented comments with regard to the attorney's first draft of revised By-Laws. Director Pederson indicates he is still reviewing.

MOTION: N/A

ACTION: N/A

3. New Business:

A. Purchase of Treasury Bills (approval).

DISCUSSION: Director Pederson indicates that the eighth \$10,000 T-bill was not purchased at the January auction date due to an electronic glitch, and suggests we catch up in the next 3-months to achieve the \$120k for the fiscal year.

MOTION: Director Pederson motions to purchase a 52-week term \$20,000 T-bill at the February auction, another \$20,000 in March, and a \$10,000 in April. Second by Director Dobrescu.

ACTION: Motion approved upon unanimous vote.

B. FY 2018-19 Audit

DISCUSSION: The Board reviewed (2) proposals to perform the FY 2018/2019 audit and tax returns. Director Stone suggests requesting a third bid from a Lake Arrowhead firm.

MOTION: N/A

ACTION: Tabled for next meeting.

C. CSD Facility Use Agreement

DISCUSSION: The Board discussed a Facility Use Agreement from the Crestline Sanitation District for use of their Board room for our meetings.

MOTION: Director Stone moved to approve the Facility Use Agreement. Second by Director Dobrescu.

ACTION: Motion approved upon unanimous vote.

4. Financial Report, December 2018:

DISCUSSION: The Board and Staff review the financial reports. Revenue and expenses are on target.

5. Operations and Production Report

A. Field Operations Report

CO Nathan Burwell reviewed his report for January 2019:

- Troubleshooting SCADA at Lovers. Low battery fault. Cleaned off solar panel and charged battery.
- Meters replaced for the month = 6. Scratched and hard to read.
- Serviced leaking air vac inside Jobs pump house.
- Repaired Lovers road to tanks.
- Backfilled SCADA conduit trenches at Coonturn.
- Installed new wiring and motion sensor lights, outside pump houses at Middle and Lower Burnt Mill sites.
- Removed old galvanized service and installed new service at 178 Mormon Rd.
- Replaced broken angle meter stop at 699 Evergreen Dr.
- Pulled meters at 22309 Pine Dr. and 21510 Crest Forest Dr. due to nonpayment.
- Replaced tank level transducers at Ferncrest due to lighting shorting out existing transducers.
- All water samples taken for January and reported to State Water Resources Control Board reveal all samples taken are fine and under MCL.

DISCUSSION: The Board and Staff discuss surge protection for the SCADA system. The Nissan truck still has not been sold.

B. Production Report

Domestic production in January was 138,701 cubic-feet (24 gpm), purchased water from CLAWA was 140,321 cubic-feet (24.3 gpm), resulting in 2,087,083 cubic-feet (48.3 gpm) total to system. CLAWA is presently turned off, and likely will be for a few months.

6. Public Comment:

None

7. Announcements:

- A. The next Regular Meeting is tentatively scheduled for March 21, 2019 at 6:00 p.m.
- B. All data has been submitted to the California Rural Water Association for the Rate Study.

Adjourn to Executive Session

MOTION: Director Pederson motions to adjourn to executive session at 7:19 pm. Director Dobrescu seconds the motion.

ACTION: Motion approved upon unanimous vote.

-CO Burwell is excused

8. Shareholder Matters: N/A

9. Shares Canceled/Issued:

SHARE CANCELTION/ ISSUANCE, CHANGE IN OWNERSHIP

| <u>1. Account:</u> | <u>Cert# Cancelled:</u> | <u>Cert# Issued:</u> |
|--------------------|-------------------------|----------------------|
| 2. 1-943 | 010604A | 010849A |
| 3. 4-114 | 8790A;009622A | 010850A |
| 4. 1-340 | 010625A | 010851A |

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

ACTION: Motion approved upon unanimous vote.

10. Personnel Matters:

A. SIMPLE IRA, Cost of implementation.

Director Pederson reviewed the Simple IRA proposals from Thrivent, Edward Jones and Bank of America. At this time, he is pursuing Bank of America’s retirement plan service through an affiliate company, Merrill Edge (Merrill Lynch).

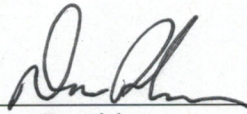
11. Legal Matters: N/A

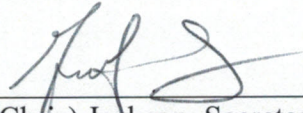
12. Third Party Contracts: N/A

ADJOURNMENT

MOTION: Director Pederson motions to adjourn the Executive Session. Director Dobrescu seconds the motion.

ACTION: The Meeting was adjourned upon unanimous vote at 7:29 pm.

Approved:  Date: 3/21/2019
Donald Pederson, President

Attest:  Date: 3/21/19
~~Joseph C (Chris) Jackson, Secretary~~
GILBERT FLORES, VICE PRESIDENT