

BOARD OF DIRECTORS

Meeting Minutes

January 21, 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 6:01 PM.
Director Flores led the Pledge of Allegiance.

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

ABSENT: Secretary: Joseph Jackson
Director: Eric Stone

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 Flores as Secretary for the purposes of this meeting only. Director Dobrescu seconds the motion.

ACTION: Motion approved upon unanimous vote.

1. Consent Agenda:

A. January 21, 2021 Agenda, Approval.

B. December 17, 2020 Meeting Minutes, Approval.

MOTION: Director Dobrescu 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. Employee Policy Manual Amendment, Sect-14.4 Company Issued Cell Phones:

DISCUSSION: The Board and Staff review the amendment dated 01/21/2021, providing the option for Operators to continue using a Company issued cellular telephone, or to utilize their personal cellular telephones to conduct Company business with a \$45/mo. reimbursement.

MOTION: Director Pederson motions to approve the Amendment to Sect-14.4 of the Employee Policy Manual dated 01/21/2021. Director Dobrescu seconds the motion.

ACTION: Motion approved upon unanimous vote.

B. Corrosion Control Study, Review Proposals.

DISCUSSION: The Board and Staff review (3) proposals for a Corrosion Control Study (CCS) mandated by the State water Resources Control Board – Dept. of Drinking Water (SWRCB-DDW). Director Pederson announces he had sent an email to the DDW representative a few weeks ago requesting relief from this requirement, as our system has not had an action level exceedance during each of two consecutive tap-sample periods. Director Pederson had since spoke to the DDW representative, who indicated that its likely we would not need to complete the CCS, but they still had a few things to look at. Director Pederson indicates that we should be prepared to approve one of the proposals at next meeting, should the CCS be required, to meet the deadline for completion.

MOTION: N/A

ACTION: N/A

4. Financial Report, December 2020:

DISCUSSION: The Board reviews the financial reports. Director Pederson reports that as of December 31 (8 months into FY), we have received about 79% of projected revenue, and expenses are at about 74% of projected YTD. Director Dobrescu has been looking into electricity/pumping costs, noting that some sites are double what they were last year. He and CO Burwell will get together and try to determine how much of this is due to increased rates (SCE), and how much may be due to changes in pumping operations.

MOTION: N/A

ACTION: N/A

5. Operations and Production Report, December 2020:

A. Field Operations Report

- Replaced broken snow poles and added reflective tape throughout the system, per County requirements.
- Found CPP park service and verified water is shut off.

- Started replacing air-vac spouts throughout the system. Old spouts were too short, not enough air gap.
- Recycled brass, steel and used oil.
- Replaced rear brake shoes and drums on Toyota.
- 21727 Devils Canyon Rd. Construction meter usage.
- Found abandoned meter stub + meter box off Devils Canyon Rd. Verified it was off and locked.
- Function checked all air-vacs in system and replaced 1 old air-vac. (33 total in system, 61 cubic feet).
- Replaced meter at 415 Lovers Lane and bench tested/inspected. Bench tested good. (1984 meter).
- Performed pump maintenance at all sites.
- Rebuilt 4 old air-vacs and painted to put back into stock.
- Repaired 1" poly line to air-vac, fixed box and pole (bollard) across the street from 22044 Elliot Rd.
- Repaired plugged air-vac and ¾" poly line at 21652 Hilltop Ln.
- Temp patched road cutout in front of 21652 Hilltop Ln., from air-vac repairs.
- Took second set of WQP Source and Tap samples that are due by Dec, 31. (Lead and Copper)
- Located and repaired stuck shut off valve for 2" air-vac on Alder Creek Rd. Raised air-vac 12" and replaced 2" valve for dead end flushing line.
- Replaced 4 old meters from 1984 Meter list.
- Read meters from Dec, 21st-23rd.
- Cleared snow at Office and driveways/paths at all sites.
- CLAWA pumps turned off 12/8 9:00am from 20gpm.
- Marked out 4 Dig Alert tickets, 3 Edison replacing power poles/anchor and 1 resident.
- All water samples taken for December and reported to State Water Resources Control Board reveal all samples taken are fine and under MCL.

B. Production Report

Domestic Production was 237,416 cubic-feet (41.1 gpm). Purchased water (CLAWA) was 28,516 cubic-feet (4.9 gpm), for a total of 265,932 cubic-feet (46.0 gpm) to the system.

6. Public Comment:

A. Shareholder Cheryl Turpin submitted public comment (in form of a Board Action Request received 1/14/21), concerning perceived safety issues related to digging activities she'd seen last month on Jobs/Lookout, specifically identification on Company trucks, flashing lights on trucks, safety gear, and safety cones.

DISCUSSION: The Board, Staff and Shareholder discuss the circumstances surrounding the event. Director Pederson indicates that he is not convinced there

were any safety concerns in this instance, but the Board generally agrees that procurement of strobe bars (flashing lights) for the trucks should be accelerated (already budgeted for this FY).

MOTION: N/A

ACTION: Director Pederson instructs CO Burwell to find and present some options for strobe lights. Director Flores volunteers to get some replacement magnetic signs for trucks.

7. Announcements:

A. Director Pederson stated the next Regular Meeting is tentatively scheduled for February 18, 2021 at 6:00 p.m.

Adjourn to Executive Session

MOTION: Director Pederson motions to adjourn to executive session at 7:24pm. Director Flores 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. 6-686	010802A	010925A
2. 8-218	010504A	010926A
3. 12-172	009646A, 009707A	010932A
4. 1-580	010470A	010933A
5. 7-637	8736A	010939A
6. 12-552	9419A	010940A
7. 2-142	010571A	010943A
8. 4-54	8491A	010944A
9. 6-946	010484A	010945A
10. 5-285	9102A	010946A
11. 7-787	010661A	010947A

DISCUSSION: None

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.

10. Personnel Matters: N/A


11. Legal Matters: N/A

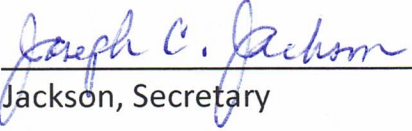
12. Third Party Contracts: N/A

ADJOURNMENT

MOTION: Director Pederson motions to adjourn the Executive Session at 7:32pm.
Director Dobrescu seconds the motion.

ACTION: The Meeting was adjourned upon unanimous vote.

Approved:  Date: 2/18/2021
Donald Pederson, President

Attest:  Date: 2/18/2021
Joseph Jackson, Secretary