

# BOARD OF DIRECTORS

## Meeting Minutes

July 18, 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 6:03 PM.

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

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

**Audience Members:** See Attachment-A

Director Flores leads the Pledge of Allegiance.

### 1. Consent Agenda Items:

- A. July 18, 2019 Agenda, Approval.
- B. June 20, 2019 Meeting Minutes, Approval.

**DISCUSSION:** N/A

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

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

### 2. Old Business:

#### A. By-Laws, General Update and Petition (review)

**DISCUSSION:** The Board reviewed the Bylaws Article IV through XVII. Board President Pederson will meet with the attorney to review suggested changes. One other Board member may attend as a committee member.

**MOTION:** N/A

**ACTION:** N/A

### 3. New Business:

There was no New Business



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

**DISCUSSION:** The Board and Staff review the financial reports. Director Pederson indicates he thinks the Vehicle Loans liability item on the Balance Sheet should reflect a zero beginning balance and the RUS Debt Service appears to have a higher balance than it should. He believes the FY end adjustments likely haven't yet been performed, and directs OA Garcia to ensure the Balance sheet is accurate by next meeting.

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

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

- Started weed abatement at Sawpit, Coonturn, Jobs, Ferncrest, Upper, Middle, and Lower Burnt Mill also around air vacs and hydrants throughout the system.
- Dead end flushing. (27,676 gallons)
- Cleaned up Lovers site and around tanks for Superior Tank Solutions tank rehabilitation.
- Superior Tank Solutions performed interior washout and spot patched the inside of Lovers tank 2. (drained 2 feet of water from tank 33,260 gallons)
- Replaced front brake pads, rotors and oil change on the Toyota.
- Hung 48hr notices on the 13<sup>th</sup>.
- Meter reading from the 17<sup>th</sup>-20<sup>th</sup>.
- Non-payment lock offs on the 18<sup>th</sup>.
- Replaced air vacs inside Jobs pump house. Old air vacs were leaking and not rated for low pressure.
- Replaced leaking ball valve to chlorine injector inside Coonturn pump house.
- Re-installed meter at 22094 Big Oak Rd. Account was brought back to current.
- Re-installed meter at 22032 Mojave River Rd. Account was brought back to current.
- Repaired service line leak at base of service riser and installed new angle stop at 21697 Lakeland View Rd.
- Replaced angle stop at 22187 Pine Dr. due to valve not closing all the way.
- Repaired dead end blow off at the end off Mojave River Rd. PVC pipe wasn't glued into flange. Glued it correctly and poured concrete kicker.
- Marked out 58 Dig Alert tickets for Edison power pole replacement.
- All water samples taken for June and reported to State Water Resources Control Board reveal all samples taken are fine and under MCL.

**DISCUSSION:** There was a general discussion concerning the content of proposals received for storage rehabilitation of Ferncrest #1 and #2 storage tanks (47 and 35 years old, respectively). Director Pederson indicates one or both will be presented for approval at the August meeting.

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

Domestic production in June was 242,353 cubic-feet (42.0 gpm). CLAWA has been turned off since February 2019.



**6. Public Comment:** (no comment cards received)

**7. Announcements:**

A. Director Pederson announces the next Regular Meeting is tentatively scheduled for August 15, 2019 at 6:00 p.m.

B. The Annual Meeting will be on July 27 at 1:30 pm at the Crestline Sanitation District Board Room at 1:30 p.m.

C. A preliminary draft of the Rate Study performed by California Rural Water Association (CRWA) has been received, and the recommendation is for a 4% increase each year for the next 5 years. This will be a future agenda item once the final report has been received.

**Adjourn to Executive Session**

**MOTION:** Director Pederson motions to adjourn to executive session at 7:14 pm. Director Dobrescu seconds the motion.

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

**8. Shareholder Matters:**

**Board Action Request, account #3-273**

(The request was tabled at the June meeting pending further investigation.)

**DISCUSSION:** The Board and Staff reviewed the request for an adjustment of consumption charges, and additional information received. It was generally agreed that the consumption was valid.

**MOTION:** Director Pederson motions to deny the request for an adjustment of consumption charges. Director Dobrescu seconds the motion.

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

*-Chief Operator Burwell is excused*

**9. Shares Canceled/Issued:**

**MEMBERSHIP CANCELTION/ ISSUANCE, CHANGE IN OWNERSHIP**

<b>Account:</b>	<b>Cert# Cancelled:</b>	<b>Cert# Issued:</b>
1. 12-462	010378A	010850A

**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 7:47pm. Director Dobrescu seconds the motion.

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

Approved:  Date: 8/15/2019  
Donald Pederson, President

Attest:  Date: 8/15/19  
Joseph C. Jackson, Secretary  
GILBERT FLORES