

BOARD OF DIRECTORS

Meeting Minutes

June 15, 2022 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

PRESENT: Vice President: Donald Pederson
Secretary: Joseph Jackson
Director: Eric Stone

ABSENT: President: Gilbert Flores
Treasurer: Daniel Dobrescu

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

SHAREHOLDERS PRESENT: Cheryl Turpin

Director Stone leads the Pledge of Allegiance.

1. Consent Agenda:

- A. June 15, 2022 Agenda, Approval.
- B. May 18, 2022 Meeting Minutes, Approval

DISCUSSION: None

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

ACTION: Motion approved by unanimous vote.

2. Old Business:

- A. SWRCB/CRWA Technical Assistance Application and New Engineers Report (status).

DISCUSSION: The engineering firm is under contract as of June 10, 2022. Directors Flores and Pederson discussed the scope and cost of the contract in a conference with the firm's representative, and were able to reduce the cost of the Engineers Report by approximately \$15,000.

MOTION: None

ACTION: None

3. New Business:

A. Update on Pre-Approved Recurring Journal Entries

DISCUSSION: OA Garcia presented additional regular monthly journal entries for approval, which have been also reviewed by our auditor.

MOTION: Director Jackson motions to approve the additional entries, Director Pederson seconds.

ACTION: Motion approved by unanimous vote.

4. Financial Report, May 2022:

DISCUSSION: The Board and Staff review the financial and reconciliation reports. OA Garcia reports that the auditors are done with their field work and we are awaiting a draft report.

MOTION: N/A

ACTION: N/A

5. Operations and Production Report, May 2022:

A. Field Operations Report

- Installed sample station #7 next to fire hydrant at 22214 Pine Dr.
- Temporary patched road cutout and formed concrete around base of sample station #7.
- Had Snyder's Tires align and install new tires on the Toyota.
- Replaced 3 old meters (1986 and '87) in the system.
- Formed concrete base around sample station #4 and blowoff on East Hansen Circle. Placed bollard next to sample station for protection.
- Put together valve trailer in preparation for valve exercising.
- Replaced Pump #2 at CLAWA site with new pump, due to bad efficiency.
- Cleared weeds and replaced reflective blue and white tape on bollards around fire hydrants on Crest Forest Dr.
- Performed leak detection and service line inventory starting South of office on Crest Forest Dr. Found two customer side leaks and notified the customers.
- Started clearing weeds from around sample stations and Burnt Mill sites.
- Guided Kent and David Button with Missions Controls around sites to inspect antenna placement and try a different antenna at Jobs site. Jobs has been having better signal since antenna has been changed.
- Bennett Construction began patching temporary road patches on May 23rd. Bennett has six patches left and will continue July 18th.
- Measured telephone pole at Lower Burnt Mill for new antenna.

- Installed new service line for service restoration at 21693 Fern Canyon Rd.
- Placed 5 Day Notices at 9 residences due to nonpayment.
- Put together quote for service restoration at 198 Fern Hill.
- Installed sample station #2 and bollard next to fire hydrant in front of shop.
- Tightened barbwire on fence surrounding shop and cleaned yard to make thing more accessible.
- Had Snyder's Tires replace rear driveshaft u-joints and carrier bearing on the Toyota.
- Marked/Remarked 75 Dig Alert tickets, 68 Edison replacing power poles/anchor, 5 resident and 2 CPMWC.
- All water samples taken for May and reported to State Water Resources Control Board reveal all samples taken are fine and under MCL.

B. Production Report

Domestic Production was 163,082 cubic-feet (28.2 gpm). Purchased water (CLAWA) was 77,126 cubic-feet (13.4 gpm), for a total of 240,208 cubic-feet (41.6 gpm) to the system. There were no known losses.

6. Public Comment:

A. A Public Comment card is received by Shareholder Cheryl Turpin (6:32pm):

- Mrs. Turpin asks if we're having an Annual Meeting next month, and if the Company has any plans concerning the drought. Director Pederson states that notices and proxies for the annual meeting will be mailed out by June 24th. Director Pederson indicates there are currently no new water restrictions, but the general water use restrictions in the R&Rs are still in place.

- Mrs. Turpin asks if the Company is still following our rules as it relates to businesses selling water or using excessive amounts for business purposes, including cannabis growers. Director Pederson indicates the Company has no knowledge of any such activities, but asks Mrs. Turpin if she has any specific information to please provide it and the Company will investigate.

- Mrs. Turpin asks what is a "hanger posting". Director Pederson explains that when a customer's bill becomes delinquent a 5-day notice is posted on their door. If they are still delinquent after 5-days the water is shut off, and a disconnection notice is posted.

- Mrs. Turpin asks for a copy of the monthly field report, and makes a derogatory comment directed at a staff member. Mrs. Turpin receives a Board copy of the report and Director Pederson terminates the public comment portion of the meeting.

7. Announcements:

- Director Pederson announces that the regular July 2022 meeting is tentatively canceled.
- The Annual Meeting of Shareholders will be held July 30, 2022, 1:30pm.

Adjourn to Executive Session

MOTION: Director Pederson motions to adjourn to executive session at 6:40pm. Director Jackson seconds the motion.

ACTION: Motion approved upon unanimous vote.

8. Shareholder Matters:

A. Request for Reduction Account# 1-240 (request to reconsider previous decision).

DISCUSSION: At the May Board meeting, the shareholder had presented additional information, indicated she would provide the Office with some dates relevant to the amount of reduction, and asked that the previous decision to deny the request be reconsidered. Staff reports no further information has been provided, and the shareholder has paid the bill in full.

MOTION: Director Stone motions to deny the request to reconsider. Director Pederson seconds.

ACTION: Motion approved upon unanimous vote.

9. Memberships Canceled/Issued:

MEMBERSHIP CANCELTION/ ISSUANCE, CHANGE IN OWNERSHIP

Account:	Cert# Cancelled:	Cert# Issued:
1. 6-126	010832A	011039A
2. 1-930	010908A	011040A
3. 5-185	8929A	011041A
4. 12-822	010414A	011042A
5. 6-466	010836A	011043A
6. 6-306	010927A	011044A
7. 1-990	010518A	011045A

DISCUSSION: None

MOTION: Director Stone motions to approve cancellation and issuance of

Memberships associated with the accounts as listed. Director Jackson seconds the motion.

ACTION: Motion approved upon unanimous vote.

10. Personnel Matters:

DISCUSSION: The Board discusses the conversion of a temporary operator to regular status.

MOTION: Director Pederson motions to approve the offer of employment to convert the temporary operator to regular full-time status, effective June 20, 2022. Director Stone seconds.

ACTION: Motion approved upon unanimous vote.

11. Legal Matters: N/A

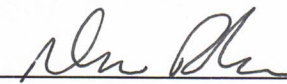
12. Third Party Contracts: N/A

ADJOURNMENT

MOTION: Director Pederson motions to adjourn the Executive Session at 6:52pm. Director Stone seconds the motion.

ACTION: The Meeting was adjourned upon unanimous vote.

Approved:  Date: 7/20/2022
Gilbert Flores, President

Attest:  Date: 7/20/2022
Joseph Jackson, Secretary
DONALD PEDERSON