

BOARD OF DIRECTORS

Meeting Minutes

June 20, 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 6:04 PM.

PRESENT: President: Donald Pederson
Treasurer: Daniel Dobrescu
Secretary: Joseph Jackson

ABSENT: Vice President: Gilbert Flores
Director: Eric Stone

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

Audience Members: None.

1. Consent Agenda Items:

- A. June 20, 2019 Agenda, Approval.
- B. May 16, 2019 Meeting Minutes, Approval.

DISCUSSION: N/A

MOTION: Director Dobrescu motions to approve the Consent Agenda as presented. Director Jackson 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 draft Bylaws update, through Article-III. Discussions will resume next regular meeting.

MOTION: N/A

ACTION: N/A

3. New Business:

There was no New Business

4. Financial Report, May 2019:

DISCUSSION: The Board and Staff review the financial reports. The Treasury Bill purchases have been scheduled as approved in the May 2019 meeting.

5. Operations and Production Report, May 2019

A. Field Operations Report

- Replaced leaking hose bib and shut off valve at Middle Burnt Mill well #4.
- 22035 Mockingbird- Replaced old riser with angle stop, replaced meter nipple and broken meter box.
- Replaced old meter with new meter at 377 Lookout Lane and bench test old meter. Confirmed that old meter was under registering by .06 cubic feet.
- Installed new well cover boxes with locks at Sawpit and Middle Burnt Mill.
- Harich Enterprises came out to inspect Upper Burnt Mill well #7 vertical well for rehab.
- Repaired service line leak at 542 Long Beach. Estimated loss 2,000 gallons.
- Added temporary patch to patches on Long Beach, Mormon Rd., Crest Forest and Devils Canyon.
- Ferncrest- trimmed trees, weed abatement, started clearing out hillside around tanks.
- Finished trimming trees at Jobs, Coonturn and Burnt Mill sites.
- Installed ground rod at Middle Burnt Mill and installed ground wire from bus bar in breaker panel to ground outside of pump house at Ferncrest.
- Began dead end flushing. 25,656.4 gallons
- Air vac and fire hydrant maintenance/inspection and removed debris from around the area.
- Replaced angle stop and meter at 21571 Sawpit Canyon Rd. Bench test old meter, confirming that old meter is under registering by .09 cubic feet.
- Replaced battery box for Lovers solar panel. Built stand for box and fastened it to the existing post. Installed bigger battery.
- Replaced the Ford's battery and the belt on the Toyota.
- All water samples taken for May and reported to State Water Resources Control Board reveal all samples taken are fine and under MCL.

DISCUSSION: Director Pederson announces the SCADA installation is complete and the contractor has been paid. The Board and Staff discuss some relatively minor improvements to the system that have been identified. CO Burwell reports the interior of Lovers Tank #2 has been cleaned/repared, with #1 cleaning/repairing to be performed next week. Exterior coating of both tanks will be performed in a few months, when there are less bugs flying around.

B. Production Report

Domestic production in April was 193,121 cubic-feet (33.4 gpm). CLAWA has been turned off since February 8, 2019.

6. Public Comment: N/A

7. Announcements:

A. Director Pederson the next Regular Meeting is tentatively scheduled for July 18, 2019 at 6:00 p.m. The Annual Meeting will be on July 27, 2019, 1:30 pm at the Crestline Sanitation District Board Room.

Adjourn to Executive Session

MOTION: Director Pederson motions to adjourn to executive session at 7:02 pm. Director Dobrescu seconds the motion.

ACTION: Motion approved upon unanimous vote.

8. Shareholder Matters: N/A

A. Request for Reduction, Account #5-725

DISCUSSION: The Board and Staff discuss the circumstances of the request.

MOTION: Director Jackson motions to approve the one-time reduction. Director Dobrescu seconds.

ACTION: Motion approved upon unanimous vote.

B. Board Action Request, Account #3-273

DISCUSSION: The Board and Staff discuss the circumstances of the request. The Shareholder has in effect requested a reduction in his bill, sighting work performed by the Company in the street caused a high meter read. Staff indicates they recall meter had been shut-off because of a suspected leak, then turned back on at customer request (customer was not Shareholder). It was verified there was no leak at time of turn-on. The Board asks Staff to get more information from Operator Stickley as to exactly what prompted shut-off, and who requested it be turned back on.

MOTION: N/A

ACTION: Matter has been tabled pending additional information.

-Chief Operator Burwell is excused

9. Shares Canceled/Issued:

MEMBERSHIP CANCELTION/ ISSUANCE, CHANGE IN OWNERSHIP

Account:	Cert# Cancelled:	Cert# Issued:
1. 6-926	010623A	010840A
2. 6-86	009939A	010861A
3. 6-696	009906A	010862A
4. 12-686	7232A	010863A
5. 3-303	009652A	010864A

DISCUSSION: N/A

MOTION: Director Pederson 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: N/A

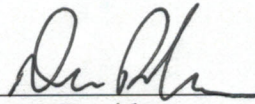
11. Legal Matters: N/A

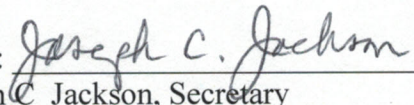
12. Third Party Contracts: N/A

ADJOURNMENT

MOTION: Director Pederson motions to adjourn the Executive Session at 7:20pm. Director Dobrescu seconds the motion.

ACTION: The Meeting was adjourned upon unanimous vote.

Approved:  Date: 7/18/2019
Donald Pederson, President

Attest:  Date: 7/18/2019
Joseph C Jackson, Secretary