

# *BOARD OF DIRECTORS*

## Meeting Minutes

March 18, 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 6:03 PM.  
Director Flores led the Pledge of Allegiance.

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

**ABSENT:** Director: Eric Stone

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

**Audience Members:** None.

### **1. Consent Agenda:**

- A. March 18, 2021 Agenda, Approval.
- B. February 18, 2021 Minutes, Approval.

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

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

### **2. Old Business: None**

### **3. New Business:**

- A. JPRIMA 2021/22 Insurance Renewal (approval)

There were no changes in the coverage, however the premium increased \$1255.

**MOTION:** Director Dobrescu motions to renew the JRPIMA insurance as presented.  
Director Pederson seconds the motion.

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

## **B. FY 2021/22 Budget (review)**

**DISCUSSION:** The Board and Staff reviews the draft budget. Revenue is projected to increase somewhat with the previously approved rate adjustment. The tank rehabilitation at Job's Peak is the only major expense in Plant Operations. The depreciation expense used for the 2021/22 budget is the calculated year-end amount from the 2019/20 audit. The amount of water purchased from CLAWA is projected to be higher than last year, but will depend on consumption and performance of wells. Professional Services include the fee for a corrosion control study.

**MOTION:** N/A

**ACTION:** N/A

## **4. Financial Report, February 2021:**

**DISCUSSION:** The Board reviews the financial reports. As of February 28, 2021 (83.3% of the FY), we have received 95.5% of projected revenue. Total expenses are at 88%.

**MOTION:** N/A

**ACTION:** N/A

## **5. Operations and Production Report, February 2021:**

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

- Cleaned snow at all sites.
- Replaced 8" valve lid and lowered lid into asphalt/road at the end of Forest Dr.
- Straightened and braced power pole at Lower Burnt Mill site.
- Serviced Toyota and replaced tires on both trucks.
- Service line leak repair and temporary patch road in front of 21772 Sawpit Canyon Rd. (881 cubic feet)
- Replaced Lovers tank 1 transducer and insulated. Old transducer broke from freezing.
- Concreted and installed post with No Parking sign at Upper Burnt Mill site.
- Replaced broken angle stop at 22033 Whispering Pines Dr.
- Trimmed brush along fence line around Lovers tanks.
- Re installed meter at 194 West Hansen Circle.
- Built box for shop backflow device, for freeze protection.
- Trimmed trees around communication and power lines at shop.
- Repaired backhoe seat.
- Installed snow pole markers at Lovers wells 1 and 2.
- Plumbed in meter at Lovers well box located at Coonturn site.
- Welded corner of shop gate.
- Fire flow test at 737 Mozumdar Dr./Flushed dead end on Sand Hill. (856 cubic feet)
- Serviced oil and filters on both generators and compressor trailers.
- Meter reading 22<sup>nd</sup>-23<sup>rd</sup>.
- Replaced broken meter boxes from snowplow at 310 Big Deer Rd. and 22148 Pine Dr.



- Replaced four broken meter box lids found while meter reading.
- Bench test meter at 21937 Cedarpines Drive. Noticed usage slowing down, meter test good.
- Installed new meter and unlocked at 21935 Crest Forest Dr.
- Replaced both meter boxes at 21959 Crest Forest Dr.
- Repaired and straightened fire hydrant pole at 22087 Mojave River Rd.
- Repaired clogged tank transducer at Upper Burnt Mill.
- Repaired main line brake on Lakeland View. (12,440 cubic feet)
- Installed amber light bars on Toyota and Ford.
- Replaced 6 old (1984) meters.
- CLAWA pumps, turned down from 21.5gpm to 9.5 gpm on 2/11.
- Marked out 47 Dig Alert tickets, 46 Edison replacing power poles/anchor and 1 for tree company.
- All water samples taken for February and reported to State Water Resources Control Board reveal all samples taken are fine and under MCL.

## **B. Production Report**

Domestic Production in February was 198,115 cubic-feet (34.3 gpm). Purchased water (CLAWA) was 72,861 cubic-feet (12.6 gpm), for a total of 270,976 cubic-feet (46.9 gpm) to the system.

## **6. Public Comment:**

None.

## **7. Announcements:**

**A.** Director Pederson stated the next Regular Meeting is tentatively scheduled for April 15, 2021 at 6:00 p.m.

## **Adjourn to Executive Session**

**MOTION:** Director Pederson motions to adjourn to executive session at 7:15 pm.  
Director Dobrescu seconds the motion.

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

## **8. Shareholder Matters: N/A**

## **9. Memberships Canceled/Issued:**

### **MEMBERSHIP CANCELATION/ ISSUANCE, CHANGE IN OWNERSHIP**

Account:	Cert# Cancelled:	Cert# Issued:
1. 11-175	010710A	010950A

2. 8-148	6374A	010951A
3. 3-713	8649A	010952A
4. 3-73	010918A	010953A
5. 6-906	8826A	01056A

**DISCUSSION:** None

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

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

**10. Personnel Matters:**

**DISCUSSION:** The Board reviews draft budget for employee compensation for FY 2021/22.

**MOTION:** N/A

**ACTION:** N/A

**11. Legal Matters: N/A**


**12. Third Party Contracts: N/A**

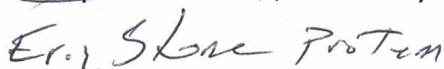
**ADJOURNMENT**

**MOTION:** Director Pederson motions to adjourn the Executive Session at 7:48pm. Director Dobrescu seconds the motion.

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

Approved:  Date: 4/15/2021  
Donald Pederson, President

Attest:  Date: 4/15/2021  
Joseph C. Jackson, Secretary

  
Eric Stone, Pro Tem