

BOARD OF DIRECTORS

Meeting Minutes

March 21, 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 6:00 PM.

PRESENT: President: Donald Pederson
Vice President: Gilbert Flores
Treasurer: Daniel Dobrescu
Director: Eric Stone (6:18)

ABSENT: Secretary: Joseph Jackson

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

Audience Members: None

1. Consent Agenda Items:

- A. March 21, 2019 Agenda, Approval.
- B. February 26, 2019 Meeting Minutes, Approval.

DISCUSSION: N/A

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

ACTION: Motion approved upon unanimous vote.

2. Old Business:

A. By-Laws, General Update (status)

DISCUSSION: Director Pederson indicates he hasn't finished with his review due to competing priorities, and wont until after the end of the fiscal year.

MOTION: N/A

ACTION: Tabled until May meeting.

B. FY 2018/2019 Audit (approval)

DISCUSSION: The Board reviews proposals from (2) firms.

MOTION: Director Pederson motions to approve the proposal from Smith Marion & Co. dated 1/22/2019. Director Dobrescu seconds the motion.

ACTION: Motion approved upon unanimous vote.

3. New Business:

A. 2019/2020 Insurance Renewal (approval)

DISCUSSION: The Board reviews the proposal from the existing JPRIMA carrier, with a \$285 increase from last year.

MOTION: Director Pederson motions to approve the proposal received 2/28/2019. Director Dobrescu seconds the motion.

ACTION: Motion approved upon unanimous vote.

B. Lover Lane Tanks 1 &2 repairs (approval)

DISCUSSION: The Board and Staff review the Proposal from Superior Tank to recoat, wash interior, repair (1) minor leak and replace access ladders/structure of Lovers tanks #1 & #2. Board and Staff agreed replacement of the ladders will not be required.

MOTION: Director Dobrescu motions to approve the proposal dated 2/22/2019, less ladder replacements, in the amount of \$64,300. Director Flores seconds the motion.

ACTION: Motion approved upon unanimous vote. Director Pederson instructs CO Burwell to schedule the effort for after 05/1/2019.

C. FY-2019/2020 Budget, Draft (review)

DISCUSSION: The Board and Staff review the first draft budget. Board and Staff review Director Dobrescu's findings from his recent site walk with CO Burwell, and discuss those and other capital improvements and repairs needed this year. Director Pederson indicates the budget presented takes into consideration most of these improvements/repairs, and he will add additional budget for most of the others.

MOTION: N/A

ACTION: The Budget is tabled for approval at the April meeting.

4. Financial Report, December 2018:

DISCUSSION: The Board and Staff review the financial reports. OA Garcia reports that the reconciliation out-of-balance value of -\$1,370.45 represents online payments that were deposited in the bank at the end of February but didn't get posted until the beginning of March. Revenue and expenses are on target.

5. Operations and Production Report

A. Field Operations Report

CO Nathan Burwell reviewed his reports for February 2019:

- Kent with Mission Communications went to Ferncrest to hookup new transducers then went to Jobs to install a pump run time sensor for pump 1.
- Cleaned mud and spiderwebs out of all sites.
- Fixed small leak in chlorine line at Sawpit pump house.
- Reinstalled meter at 21510 Crest Forest Dr.
- Well production has picked up. We were able to turn CLAWA off on the 8th.
- Snow and mud removal at office, shop and all sites.
- Hung 48hr notices on 13th.
- Lock offs on the 15th.
- Meter reading from 15th-20th. (Had to estimate most meter reads do to snow)

- Turned all Burnt Mill and Sawpit wells off due to water storage being full. 17th-26th
- Turned all Coonturn wells off due to water storage being full. 22nd-25th
- Sampled Coonturn 1, 3 Pigs, Lovers 1, Middle Burnt Mill 6 and Sawpit 1 and 2 for 123 TCP. (Unable to get samples for these wells in 2018 due to very low to no production)
- Helped Kent with Mission Communications install more powerful Yagi antennas at Jobs and Sawpit pump houses.
- All water samples taken for February and reported to State Water Resources Control Board reveal all samples taken are fine and under MCL.

DISCUSSION: The Board and Staff discuss some apparent deficiencies associated with the SCADA installation(s). The Nissan truck will likely be sold tomorrow.

MOTION: N/A

ACTION: Director Dobrescu to work with CO Burwell and Southland Water Technologies in determining which SCADA install items are within Southland's original scope and should be corrected, and which items may be considered improvements.

B. Production Report

Domestic production in February was 215,426 cubic-feet (37.3 gpm), purchased water from CLAWA was 29,385 cubic-feet (5.1 gpm), resulting in 244,811 cubic-feet (42.4 gpm) total to system. All operational wells are producing at least some water, and CLAWA is currently turned off.

6. Public Comment:

None

7. Announcements:

- A. The next Regular Meeting is tentatively scheduled for April 18, 2019 at 6:00 p.m.

Adjourn to Executive Session

MOTION: Director Flores motions to adjourn to executive session at 7:57 pm. Director Dobrescu seconds the motion.

ACTION: Motion approved upon unanimous vote.

-CO Burwell is excused

8. Shareholder Matters: N/A

9. Shares Canceled/Issued:

SHARE CANCELTION/ ISSUANCE, CHANGE IN OWNERSHIP

<u>Account:</u>	<u>Cert# Cancelled:</u>	<u>Cert# Issued:</u>
1. 11-71	010654A	010852A

MOTION: Director Pederson motions to approve cancellation and issuance of Shares associated with the accounts as listed. Director Flores seconds the motion.

ACTION: Motion approved upon unanimous vote.

-OA Garcia is excused

10. Personnel Matters:

A. SIMPLE IRA, Cost of implementation.

The Board reviews the labor budget and discuss recommendations by Director Pederson concerning wage increases.

MOTION: N/A

ACTION: N/A

11. Legal Matters: N/A

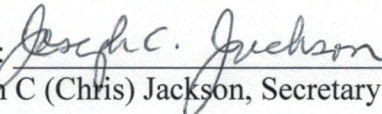
12. Third Party Contracts: N/A

ADJOURNMENT

MOTION: Director Pederson motions to adjourn the Executive Session. Director Dobrescu seconds the motion.

ACTION: The Meeting was adjourned upon unanimous vote at 8:23 pm.

Approved:  Date: 4/18/2019
Donald Pederson, President

Attest:  Date: 4/18/2019
Joseph C (Chris) Jackson, Secretary