

BOARD OF DIRECTORS

Meeting Minutes

November 18, 2021 6:00 PM.
Crestline Sanitation District, Meeting Room
24516 Lake Drive, Crestline, CA 92325

CALL TO ORDER: Director Flores called the meeting to order at 6:01 PM.

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

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

Audience Members: None.

1. Consent Agenda:

- A. November 18, 2021 Agenda, Approval.
- B. October 14, 2021 Minutes, Approval.

DISCUSSION: None

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

ACTION: Motion approved upon unanimous vote.

2. Old Business:

- A. New Backhoe (status)

DISCUSSION: Delivery of the preferred backhoe model is delayed until March 2022. We will proceed with the purchase and will negotiate with the vendor for a discount on the backhoe rental given the delay. Purchase of the alternative Case model is also under consideration if the delay becomes problematic.

B. MEMBERSHIP ISSUED, NEW (Restoration)

<u>Account:</u>	<u>Cert# Issued</u>
1. 8-238	010999A

DISCUSSION: None

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

ACTION: Motion approved upon unanimous vote.

10. Personnel Matters:

DISCUSSION: Director Pederson reports there have been no responses to our current advertisement for a water operator, except from past employees.

MOTION: Director Pederson motions to approve the wage authorization letter dated November 18, 2021. Director Dobrescu seconds.

ACTION: Motion approved upon unanimous vote.

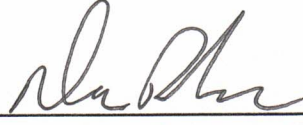
11. Legal Matters: N/A

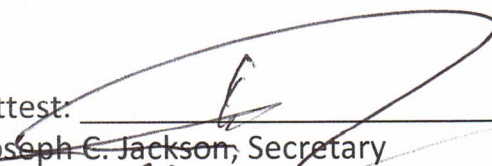
12. Third Party Contracts: N/A

ADJOURNMENT

MOTION: Director Pederson motions to adjourn the Executive Session at 8:09pm. Director Dobrescu seconds the motion.

ACTION: The Meeting was adjourned upon unanimous vote.

Approved:  Date: 1/20/2022
Donald Pederson, Vice President

Attest:  Date: 1/20/2022
Joseph C. Jackson, Secretary
Eric Stone

3. New Business:

A. Moratorium on New Services (discussion):

DISCUSSION: The Board discusses the potential for a moratorium on new service connections in the future. Director Pederson identifies the issues before the Company, that include:

- a) Diminishing domestic supply (the ongoing California drought and the age of our existing wells).
- b) 2+ year timeframe for technical assistance and funding for new well development.
- c) Uncertainty of CLAWA availability in the future.
- d) The company's potential inability to meet the Maximum Daily Demand required by the State.

We have 735 active meters plus 24 fire meters currently. A number of shareholders have "99" accounts (paying members without service). We have one or two requests for service a year and approximately that many that have become inactive yearly. Possible scenarios for a moratorium may include:

- a) No new service connections,
- b) Limiting approval of new service connections to existing shareholders only,
- c) Limiting approval for re-connections only (where active service had once existed).

The discussion will continue at the Board meeting in January 2022.

MOTION: N/A

ACTION: N/A

B. Request for service restoration, APN 0344-041-11-0000, 0344-042-12-0000

DISCUSSION: The customer has made a deposit of the cost of restoration.

MOTION: Director Stone motions to approve the request. Director Pederson seconds.

ACTION: Motion approved upon unanimous vote.

4. Financial Report, August 2021:

DISCUSSION: The Board reviews the financial reports, including the profit and loss statement. At half year, we have income of 54.2% of budgeted residential consumption and 51.1% of member fees. We have expensed 41.5% of budget, as some expenses have been delayed. The Board authorizes Director Flores and OA Garcia to manage the office bathroom repairs as soon as possible.

MOTION: N/A

ACTION: N/A

5. Operations and Production Report, October 2021:

A. Field Operations Report

- Patched road at 140 Thorne Place after restoring service.

- Took Bacti (Coliform) at Jobs tank, Bacti results came back good. Put Jobs tank back online.
- Drained temporary tank at Jobs and removed pipes from system. (200 cubic feet)
- Structure fire at 21911 Crest Forest Dr. (2,865 cubic feet)
- Installed seal on all tank hatches, Repaired/replaced vent screen on all tanks and installed sample points on all well heads as recommended from State Sanitary Survey.
- Replaced cracked/leaking sump pump with new sump pump we had in stock for sump tank at Coonturn and replumbed.
- Winterized all pipes at Lower Burnt Mill and Coonturn from new tank installations and level transducers/sample points at Jobs and Middle Burnt Mill.
- Removed and cleaned a small amount of debris out of Lovers well 1 and Sawpit wells 1 and 2 meter boxes.
- Installed new transducer from Jobs temporary tank onto Lower Burnt Mill tank.
- Extended 2" tank overflow to outside of fence at Middle Burnt Mill.
- Ordered/picked up parts for inventory and restocked chlorine at treatment sites.
- Inspected service at 22433 Pine Dr. for service restoration quote. Steel service line is bad and needs new service.
- Repaired service line leak at 542 Long Beach Ave. (802 cubic feet)
- Dug up main line 70' west of Crest Forest Dr. to investigate possible leak. No leak, rain water got underneath the road and was coming out of cracks near existing road patch from previous leak.
- Edison performed and finished pump efficiency tests on all pumps but Jobs pump 3.
- Meter reading and rereads on 10/26-10/29.
- Oil and filter change on the Toyota.
- CLAWA pumps, turned up from 30gpm to 50gpm on 10/4, turned down to 10gpm on 10/15 and turned up to 20gpm on 10/29.
- Marked/Remarked out 73 Dig Alert tickets, 68 Edison replacing power poles/anchor and 5 residential.
- All water samples taken for October and reported to State Water Resources Control Board reveal all samples taken are fine and under MCL.

DISCUSSION: Director Pederson reported on the status of the Corrosion Control Study, along with the State Sanitary Survey. There are a number of "punch list" items for Operator Burwell and Director Pederson to address regarding verification of information and records on the Sanitary Survey.

B. Production Report

Domestic Production in October was 163,971 cubic-feet (28.4 gpm). Purchased water (CLAWA) was 167,086 cubic-feet (28.9 gpm), for a total of 331,057 cubic-feet (57.3 gpm) to the system. The Board noted that production and purchased water was about 50/50 in October.

6. Public Comment:

None.

7. Announcements:

MOTION: Director Pederson motions to tentatively cancel the December Board meeting. Director Stone seconds the motion.

ACTION: Motion approved upon unanimous vote. The next regular meeting is tentatively scheduled on Thursday, January 20, 2022.

Adjourn to Executive Session

MOTION: Director Dobrescu motions to adjourn to executive session at 7:34 pm. Director Pederson seconds the motion.

ACTION: Motion approved upon unanimous vote.

8. Shareholder Matters:

A. Request for Reduction, Acct#12-352

DISCUSSION: The Board reviews the shareholder’s letter and hears staff report.

MOTION: Director Jackson moves to approve the request for a one-time reduction. Director Stone seconds

ACTION: The motion passes by majority vote; 4 yeas, 1 no.

9. Memberships Canceled/Issued:

A. MEMBERSHIP CANCELTION/ ISSUANCE, CHANGE IN OWNERSHIP

Account:	Cert# Cancelled:	Cert# Issued:
1. 12-102	9136A	010991A
2. 9-269	010446A	010992A
3. 5-625	010090A	010993A
4. 6-996	9233A	010994A
5. 6-436	010503A	010995A
6. 2-672	010320A	010996A
7. 2-412	010559A	010997A
8. 6-16	010973A	010998A

DISCUSSION: None.

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

ACTION: Motion approved upon unanimous vote.