

BOARD OF DIRECTORS

Meeting Minutes

October 15, 2020 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: President: Donald Pederson
Vice President: Gilbert Flores (arrived 6:08pm)
Secretary: Joseph Jackson
Director: Eric Stone

ABSENT: Treasurer: Daniel Dobrescu

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

Audience Members: None.

1. Consent Agenda:

- A. October 15, 2020 Agenda, Approval.
- B. September 17, 2020 Meeting Minutes, Approval.

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

ACTION: Motion approved upon unanimous vote.

2. Old Business: None

3. New Business: None

(Director Flores arrives at 6:08pm)

4. Financial Report, August 2020:

DISCUSSION: The Board reviews the financial reports. Director Pederson asks OA Garcia to ensure Accounts Receivable and Accounts Payable are being updated on the Balance Sheet, and also what's driving the Uncollectable Accounts balance.

MOTION: N/A

ACTION: N/A

5. Operations and Production Report, August 2020:

A. Field Operations Report

- Installed concrete footing at base of Mojave River sample point.
- Installed new sample spigot on 3-Pigs well head.
- Bench tested meter to 392 Hartman Circle due to high usage. Tested good.
- Installed screen over hole in roof for turbine in Coonturn chlorine room to keep rodents out.
- Walked Mid Burnt Mill 4,5 and 6 well lines and put up warning signs.
- Cleaned around gravel band and drained Ferncrest tank 1 in preparation for tank rehabilitation. (2,088 cubic feet)
- Superior Tank Solutions finished fabrication work on Ferncrest tank 1.
- Installed new 4" gate valve on Ferncrest tank 1. Now has valve to drain tank in future.
- Set reinforcement poles in front of panels holding side of hill from covering fire hydrant on Fern Canyon Rd.
- Built box to cover valve and line from Lovers wells at Coonturn site.
- Purchased materials and installed brackets on Lovers tanks for solar panels.
- Installed turbine on Sawpit chlorine room roof and screen to keep rodents out.
- Service line leak repair at 21841 Crest Forest Dr. (20 cubic feet)
- Replaced hard to read meter and repaired curb stop at 22238 Forest Dr.
- Minor weed abatement at all sites.
- Tapped and installed valves on suction and discharge sides of all pumps in preparation for pump efficiency testing.
- Noticed pumps running more than usual and tank losing water at Jobs. Found lock cut, water turned on and leak inside house at 21634 Peak Circle. Shut off water, relocked and notified shareholder.
- Winterized pipes inside CLAWA pump house.
- Potholed for main line coming from Coonturn pump house. Found 4" main and 2" line coming from well 5. Trenched and installed sample points inside fence for Coonturn pump house and well 5.
- Flushed fire hydrant, fire hose and took Bacti in front of 21727 Devils Canyon Rd. (1,079 cubic feet)
- Repaired 6" main line leak in front of 22384 Forest Dr. (7,150 cubic feet)
- Patched road cutout in front of 22384 Forest Dr.

- Marked out 7 Dig Alert tickets, 2 Edison replacing power poles and 5 for residents.
- All water samples taken for September and reported to State Water Resources Control Board reveal all samples taken are fine and under MCL.

B. Production Report

Domestic Production in September was 285,335 cubic-feet (49.4 gpm). Purchased water (CLAWA) was 45,896 cubic-feet (7.9 gpm), for a total of 331,231 cubic-feet (57.4 gpm) to the system.

6. Public Comment:

Director Pederson asked Board members if they had anything in general they'd like to discuss. Director Stone reflected on Company Bylaws/R&Rs regarding cancellation of membership(s) for delinquency, suggesting membership(s) should be reinstated if delinquent amount is paid after cancellation.

7. Announcements:

A. Director Pederson stated the next Regular Meeting is tentatively scheduled for November 19, 2020 at 6:00 p.m.

Adjourn to Executive Session

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

ACTION: Motion approved upon unanimous vote.

8. Shareholder Matters: None

9. Memberships Canceled/Issued:

MEMBERSHIP CANCELATION/ ISSUANCE, CHANGE IN OWNERSHIP

Account:	Cert# Cancelled:	Cert# Issued:
1. 2-402	8904A	010905A
2. 5-885	010703A	010915A
3. 3-73	010753A	010918A
4. 12-432	009847A	010920A
5. 11-161	009907A	010923A
6. 8-140	010899A	010924A

DISCUSSION: None

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

ACTION: Motion approved upon unanimous vote.

10. Personnel Matters:

A. Fuel Credit Card

MOTION: Director Pederson motions to approve a Credit Card for Operator Stickley, to be used for fuel only, or as otherwise directed by Chief Operator Burwell. Director Flores seconds.

ACTION: Motion approved upon unanimous vote.

11. Legal Matters: N/A

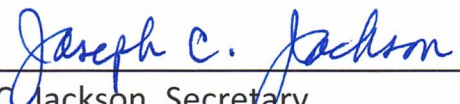
12. Third Party Contracts: N/A

ADJOURNMENT

MOTION: Director Pederson motions to adjourn the Executive Session at 7:08pm. Director Jackson seconds the motion.

ACTION: The Meeting was adjourned upon unanimous vote.

Approved:  Date: 12/17/2020
Donald Pederson, President

Attest:  Date: 12/17/2020
Joseph C. Jackson, Secretary