

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF  
DIRECTORS OF CRESTLINE VILLAGE WATER DISTRICT**

**October 18, 2022**

The Board conducted the meeting face-to-face and virtually by videoconference (via Zoom) and teleconference (via Zoom phone) in compliance with the Governor's Executive Order N-29-20 in response to the COVID-19 pandemic. The meeting was held in the Board Room at the District Office, 777 Cottonwood Dr. Crestline, CA.

CALL TO ORDER AND FLAG SALUTE: Vice President Cory Hubbell called the Regular Meeting of the Board of Directors of Crestline Village Water District to order at 3:02 pm, on Tuesday, October 18, 2022.

ROLL CALL: Present were Vice President Cory Hubbell, Directors William Barrera, Leslie Brister and Kenneth Stone.

Staff members present were Attorney Ronald Van Blarcom (By Zoom), General Manager Thomas Weddle, Field Manager David Sale, Office Lead Josselyn Quine.

Public in attendance was Bill Coffey and Ashley Shiwarski with SERVLINe.

TELECONFERENCE MEETING ATTENDANCE: The series of Executive Orders issued by Governor Newsom waiving certain Brown Act requirements resulting in the District's ability to meet via Zoom expired September 30, 2021. With the continuation of the COVID-19 Pandemic, the Brown Act has been modified to allow for the future use of Teleconferencing if the following findings have been voted on every 30 days. These findings include: The Board of Directors has reconsidered the circumstances of the state of emergency; AND the state of emergency continues to directly impact the ability to meet safely; OR State or local officials continue to impose or recommend social distancing. In order to continue with meeting via Zoom, a motion to adopt these required findings will need to take place. Majority vote by the Board is required.

On a motion by Director Barrera and a second by Director Brister, the Board adopted the required findings and approved continuing to permit attendance at District Board meetings via teleconferencing with the following roll call vote:

AYES: Directors Barrera, Brister, and Hubbell.  
NOES: Director Stone  
ABSENT: Director Farrell  
ABSTAINED: None.

MINUTES OF PREVIOUS MEETING: The Board reviewed the minutes of the September 20, 2022, Regular Board Meeting. On a motion by Director Stone and a second by Director Brister, the minutes for the September 2022 meeting were approved with the following roll call vote:

AYES: Directors Barrera, Brister, Hubbell, and Stone.  
NOES: None.  
ABSENT: Director Farrell  
ABSTAINED: None.

CASH DISBURSEMENTS: The Board reviewed and discussed the cash disbursements for the month of September 2022. On a motion by Director Stone and a second by Director Brister, the cash disbursements for the month of September 2022 were approved with the following roll call vote:

AYES: Directors Barrera, Brister, Hubbell, and Stone.  
NOES: None.  
ABSENT: Director Farrell  
ABSTAINED: None.

PUBLIC COMMENTS: None.

PRESENTATION BY SERVLIN UTILITIES PROTECTION; CUSTOMER LEAK PROTECTION INSURANCE: Bill Coffey, Regional Director, and Ashley Shiwarski, attended the Board Meeting via Zoom. The main purpose of their attending this meeting was to answer any follow-up questions that the Directors had from the September Board Meeting presentation. The main emphasis of the discussion was to ensure that the customers understood that the product being offered was from SERVLine and that the District was not helping to facilitate anything that SERVLine had to offer. It was suggested that SERVLine reach out to Sanitation to get the go ahead to offer sewer line protection in conjunction with the water line protection.

On a motion by Director Stone and a second by Director Brister, the Board approved moving forward with SERVLine pending one last look at the agreement by District Attorney Ron Van Blarcom and SERVLine reaching out to Sanitation to get their approval to offer the entire protection package that includes the water and wastewater lines with the following roll call vote:

AYES: Directors Barrera, Brister, Hubbell, and Stone.  
NOES: None.  
ABSENT: Director Farrell  
ABSTAINED: None.

ADOPT EMERGENCY RESPONSE PLAN: The Board had reviewed and had been working on the Emergency Response plan with Webb and Associates. On a motion by Director Stone and a second by Director Brister, the Board adopted the Emergency Response Plan

AYES: Directors Barrera, Brister, Hubbell, and Stone.  
NOES: None.  
ABSENT: Director Farrell  
ABSTAINED: None.

CONSIDER PURCHASE OF NEW POSTAGE MACHINE: Office Lead Quine informed the board of the need to replace the current postage machine by the end of the year. On a motion by Director Stone and a second by Director Brister, the Board approved the purchase of a new postage machine with the following roll call vote:

AYES: Directors Barrera, Brister, Hubbell, and Stone.  
NOES: None.  
ABSENT: Director Farrell  
ABSTAINED: None.

STEAMLINE UPDATE: It was reported that the new website was up and running and there will be continued access to the old site. Staff will need Computer Options to help with allowing that access on the new website.

REVIEW OF DROUGHT LEGISLATION: Manager Weddle briefly reviewed the Drought Legislation that had been signed by the Governor in September.

GENERAL MANAGER SELF-REVIEW PREPARATION: The Board discussed whether they preferred a particular format for the review of the General Manager that is to take place at the November Board Meeting. There were no specific formatting styles that were preferred, but just to capture what has gone right, what has gone wrong, where to improve, and if there was anything specific needed from the Board.

MANAGER'S REPORT:

1. Update on District Projects:

Field Manager Dave Sale updated the Board on the Electra Well progress. He also stated that Mike Casas had completed testing for his backflow certification.

2. Monthly Water Production Reports:

Manager Weddle presented the Water Reports to the Board for review.

3. Office Manager:

Manager Weddle announced that Josselyn Quine was promoted to Office Lead.

4. Field Manager:

Manager Weddle announced that Dave Sale was promoted to Operations Manager.

5. Aclara One:

The Board was informed that the Aclara One kick off call would be taking place on Thursday.

6. Strawberry Lodge:

The Board was informed that Crestline Village Water District was approached by Strawberry Lodge to absorb five of their customers. At the time of the Board Meeting it was still undetermined whether 4 of the customers were within the Crestline Village Water District boundary.

7. Valley View:

The Board was informed that due to such limited resources, The District was helping Valley View with meter reads. It was stated that Valley View was still working on the Engineers Report to determine whether merging Crestline Village Water District and Valley View are feasible.

DIRECTORS REPORT:

1. Directors Report:

Director Stone mentioned the upcoming reorganization of the Board in December 2022 or January 2023.

2. Request for Future Agenda Items:

As there was no further business to discuss, the meeting was adjourned at 4:15 pm.

The next meeting is scheduled for Tuesday, November 15, 2022.