

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

SEPTEMBER 15, 2015

CALL TO ORDER AND FLAG SALUTE: Vice President Alan Clanin called the Regular Meeting of the Board of Directors of Crestline Village Water District to order at 3:03 pm, on Tuesday, September 15, 2015, at the regular meeting place of said Board at its office in Crestline, California.

ROLL CALL: Present were Vice President Alan Clanin, Steven Farrell, Kenneth Stone and Connie Bracher.

Staff members present were Engineer Wally Franz, Attorney Ronald Van Blarcom and Office Manager Larrie Davis.

Absent were General Manager Karl B. Dew and Field Supervisor Chris Heryford.

MINUTES OF PREVIOUS MEETING: On a motion by Director Farrell and a second by Director Stone, the minutes of the Regular Meeting of August 18, 2015 were unanimously approved as written, by those Directors present.

CASH DISBURSEMENTS: The Board reviewed the cash disbursements for the month of August 2015. On a motion by Director Bracher and a second by Director Farrell the cash disbursements for the month of August 2015 were unanimously approved by those Directors present.

PUBLIC COMMENTS: None.

CONSIDER CUSTOMER CORRESPONDENCE, PHYLLIS STASSI FOR JOE STASSI, WATER ACCOUNT NO. 32-9864-00, 23933 STRAIGHTWAY: This item was moved to later in the meeting as Phyllis Stassi had not yet arrived to speak to the Board.

REPORT ON ZURICH III TANK PROJECT: Engineer Franz reported that the coating on the tank has been completed and Albert Webb & Associate is in the process of preparing the permit for Manager Drew's signature. Manager Davis reported on-site plumbing has been completed by District staff, the tank has been filled and the water tested.

REPORT ON VALLE AND ELECTRA WELLS: Engineer Franz reported the Jurisdiction of Delineation should be finished in the next week. The delineation is required due to the stream crossing.

CONSIDER ACWA COMMITTEE APPOINTMENT NOMINATIONS: Director Farrell announced that now may not be a good time for him to seek a nomination for an Association of California Wager Agency committee. No action was taken.

UPDATE ON REQUEST TO SERVE WATER TO DART CANYON RESIDENTS: No update given due to Manager Drew's absence. This item will be placed on next month's agenda.

REPORT ON ATTENDANCE OF SAN BERNARDINO WATER CONFERENCE, AUGUST 28, 2015, CAL STATE SAN BERNARDINO: General Manager Drew and Director Bracher provided written reports to the Board and Director Farrell provided a verbal report of their attendance. There was general discussion regarding the reports and the benefits of attending future San Bernardino County Water Conferences.

CONSIDER CUSTOMER CORRESPONDENCE, PHYLLIS STASSI FOR JOE STASSI, WATER ACCOUNT NO. 32-9864-00, 23933 STRAIGHTWAY: Item 1 of the Agenda was revisited at 3:45 pm. Customer Phyllis Stassi did not appear before the Board. Director Clanin pointed out to the Board that the Application for Water Service and the reverse side of each bill clearing explains the non-payment and delinquency charges.

On a motion by Director Stone and a second by Director Bracher the board members present unanimously agreed to accept the staff recommendation of not providing an adjustment to the water account.

MANAGER'S REPORT: Attorney Van Blarcom and Office Manager Davis discussed the possibility of changes to the Personnel Manual reinstating second call. Director Stone stated this was a management decision and if needed, the decision should be made by Manager Drew. Attorney Van Blarcom stated that changes to the District's Personnel Manual need Board approval.

Office Manager Davis shared information on the State Water Board DrincPortal. Customers are able to access information regarding conservation, individual water purveyors and report water abuse.

MONTHLY FINANCIAL AND INVESTMENT REPORTS: There was general discussion regarding Discretionary Appropriation on the Cash Budget Comparison Report. The Board would like a depreciation schedule, including the age and cost of District assets presented at the October 2015 Board meeting.

DIRECTOR'S REPORTS: Director Farrell informed the Board of a meeting regarding the incorporation of mountain communities at the Tudor House on September 24, 2015 with emphasis on the merging of utilities across the mountain. Director Farrell stated he hoped to attend. Director Stone recommended Manager Drew attend the meeting. Director Farrell will forward the information to Manager Drew.

There was general discussion about the possibility of obtaining grants for the District. Director Bracher stated that Director Shubnell at Crestline Sanitation District was very successful in obtaining grants for the Sanitation District. The Board requested that Director Farrell contact Director Shubnell to discuss the process she uses in obtaining grants for Crestline Sanitation.

REQUEST FOR FUTURE AGENDA ITEMS: There was discussion on beginning the process of replacing the General Manager upon retirement. Attorney Van Blarcom provided information on some of the processes used by other Districts. The Board wants to ensure a smooth transition. The Board requested that options for replacement be brought back to the October 2015 Board Meeting.

Director Stone requested an update on the Lakeview Main Relocation and the progress of obtaining signed easement documents and an update on online payment processing and credit card acceptance be placed on October 2015 agenda.

As there was no further business to discuss, the meeting was adjourned at 4:30 pm.

The next meeting is scheduled for Tuesday, October 20, 2015 at 3:00 pm.