

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

NOVEMBER 10, 2020

The Board conducted the meeting 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.

CALL TO ORDER AND FLAG SALUTE: President Connie Bracher-Griffin called the Regular Meeting of the Board of Directors of Crestline Village Water District to order at 3:01 pm., on Tuesday, November 10, 2020.

ROLL CALL: Present were President Connie Bracher-Griffin, Directors Steven Farrell, Kenneth Stone, and Leslie Brister.

Staff members present were General Manager Jordan W. Dietz, Attorney Ronald Van Blarcom, Field Supervisor Steve Wood and Office Manager Larrie Davis.

Also, in attendance was Andrew Villaescusa and Cory Hubbell.

MINUTES OF PREVIOUS MEETING: The Board reviewed the minutes of the October 20, 2020 Board Meeting. On a motion by Director Stone and a second by Director Farrell, the Board approved the minutes as amended with the following roll call vote:

AYES: Directors Bracher-Griffin, Brister, Farrell, and Stone.
NOES: None.
ABSENT: None.
ABSTAINED: None.

CASH DISBURSEMENTS: The Board reviewed the cash disbursements for the month of October 2020. On a motion by Director Farrell and a second by Director Stone, the cash disbursements for the month of October 2020 were approved with the following roll call vote:

AYES: Directors Bracher-Griffin, Brister, Farrell, and Stone.
NOES: None.
ABSENT: None.
ABSTAINED: None.

PUBLIC COMMENTS: Customer Andrew Villaescusa introduced himself. He stated he is at the meeting disputing charges incurred due to a broken AMS.

Cory Hubbell introduced himself and stated he is interested in the vacant Board Member position.

CONSIDER CUSTOMER REQUEST FOR ADJUSTMENT; ANDREW VILLAESCUSA, 23875 LAKE DRIVE, WATER ACCOUNT NO. 034-0638-00: Director Stone recused himself from this agenda item as Mr. Villaescusa has performed repair work for him at his residence.

The Board reviewed a memo provided by Staff regarding the circumstances leading up to the charges incurred by Mr. Villaescusa for tampering with and subsequently breaking the District's angle meter stop (AMS) at the property.

Mr. Villaescusa presented his case stating the AMS had broken because of age, not due to his use. The shut off was needed due to the water gushing from the pipe. The leak occurred after regular business hours. He reiterated the fact that he has worked for the State of California on irrigation systems for the last fifteen years and knows how to properly operate an AMS.

The Board held a discussion regarding the events and the Administrative Code addressing use of the AMS. Director Farrell stated the Board needs to relook at the policy and determine what constitutes an "emergency".

On a motion by Director Farrell and a second by Director Brister the Board moved to forgive the charges assessed to Mr. Villaescusa in the amount of \$360.04 for the repair of the District's AMS with the following roll call vote:

AYES: Directors Bracher-Griffin, Brister, and Farrell.
NOES: None.
ABSENT: None.
ABSTAINED: None.

CONSIDER BOARD MEMBER CANDIDATES AND APPOINT NEW BOARD MEMBER TO FILL VACANCY ON BOARD OF DIRECTORS: Mr. Cory Hubbell introduced himself to the Board and gave a synopsis of his employment, family and time on the mountain. Directors interviewed Mr. Hubbell. On a motion by Director Farrell and a second by Director Brister the Board approved the appointment of Cory Hubbell as Director with the following roll call vote:

AYES: Directors Bracher-Griffin, Brister, and Farrell.
NOES: None.
ABSENT: None.
ABSTAINED: None.

REVIEW AGREEMENT WITH RONALD VAN BLARCOM FOR GENERAL COUNSEL SERVICES: The Board reviewed the current agreement with Attorney Ronald Van Blarcom for general counsel services. The agreement is for a prepaid retainer of \$2,000 per month for up to 10 hours of provided service, plus a rate of \$250 for every hour in excess of the 10 hours per month. The agreement has worked well for everyone. On a motion by Director Stone and a second by Director Brister, the Board unanimously approved the continuance of the agreement with Attorney Van Blarcom for an additional year with the following roll call vote:

AYES: Directors Bracher-Griffin, Brister, Hubbell and Farrell.
NOES: None.
ABSENT: None.
ABSTAINED: None.

CONSIDER REORGANIZATION OF BOARD OF DIRECTORS AND STAFF: President Bracher-Griffin opened discussion for consideration of the reorganization of the Board of Directors and Staff.

On a motion by Director Farrell and a second by Director Brister, the Board voted to appoint the following Board and Staff positions as follows:

President of the Board: Connie S. Bracher-Griffin
Vice President of the Board: Steve Farrell
General Manager and Secretary to the Board: Jordan W. Dietz
General Counsel: Ronald Van Blarcom
District Engineers: Albert A. Webb & Associates
District Auditor: Bradford A. Welebir, Rogers, Anderson, Malody and Scott
Financial Consultant: Nathan Statham
Acting Secretary in the Absence of the Secretary: Larrie Ann Davis
ACWA-JPIA Director: Steven C. Farrell
ACWA-JPIA Alternate: Jordan W. Dietz

The motion passed with the following roll call vote:

AYES: Directors Bracher-Griffin, Brister, Hubbell and Farrell.
NOES: None.
ABSENT: None.
ABSTAINED: None.

CONSIDER RESOLUTION NO. 464 CALIFORNIA BANK AND TRUST SIGNATURE CARDS: Manager Dietz reviewed the proposed change in authorized signers with the Board. Alan Clanin needs to be removed as an authorized signer (due to resignation) and replaced with the new General Manager, Jordan W. Dietz. New Board Director Cory W. Hubbell needs to also be added as an authorized signer. On a motion by Director Farrell and a second by Director Stone, the Board adopted Resolution No. 464 on the following roll call vote:

AYES: Directors Bracher-Griffin, Stone, Farrell, Brister and Hubbell.
NOES: None
ABSENT: None
ABSTAINED: None

CONSIDER RESOLUTION NO. 465, ARROWHEAD CREDIT UNION SIGNATURE CARD, CHECKING: Manager Dietz reviewed the proposed change in authorized signers with the Board. Alan Clanin needs to be removed as an authorized signer (due to resignation) and replaced with the new General Manager, Jordan W. Dietz. New Board Director Cory W. Hubbell needs to also be added as an authorized signer. On a motion by Director Farrell and a second by Director Brister, the Board adopted

Resolution No. 465 with the following roll call vote:

AYES: Directors Bracher-Griffin, Brister, Hubbell and Farrell.
NOES: None.
ABSENT: None.
ABSTAINED: None.

CONSIDER RESOLUTION NO. 466 ARROWHEAD CREDIT UNION SIGNATURE CARD, MONEY MARKET ACCOUNT: Manager Dietz reviewed the proposed change in authorized signers with the Board. Alan Clanin needs to be removed as an authorized signer (due to resignation) and replaced with the new General Manager, Jordan W. Dietz. New Board Director Cory W. Hubbell needs to also be added. On a motion by Director Brister and a second by Director Farrell, the Board adopted Resolution No. 466 with the following roll call vote:

AYES: Directors Bracher-Griffin, Brister, Hubbell and Farrell.
NOES: None.
ABSENT: None.
ABSTAINED: None.

CONSIDER RESOLUTION NO. 467, AMENDING RESOLUTION NO. 222 AUTHORIZING SIGNERS, LAIF: Manager Dietz reviewed the proposed change in authorized signers with the Board. Alan Clanin needs to be removed as an authorized signer (due to resignation) and replaced with the new General Manager, Jordan W. Dietz. On a motion by Director Brister and a second by Director Stone, the Board adopted Resolution No. 467 with the following roll call vote:

AYES: Directors Bracher-Griffin, Brister, Hubbell and Farrell.
NOES: None.
ABSENT: None.
ABSTAINED: None.

REVIEW AND CONSIDER SPENDING LIMITS POLICY FOR GENERAL MANAGER AND STAFF: The Districts current Spending Limit Policy was reviewed with the Board. After Board discussion, Director Farrell made a motion which was seconded by Director Stone, to leave the current Spending Limit Policy unchanged.

After further discussion, Director Farrell amended his prior motion authorizing an increase to the District credit card limit of \$7,500 each for the General Manager and Office Manager. Director Brister seconded the motion. The motion passed with the following roll call vote:

AYES: Directors Bracher-Griffin, Brister, Hubbell and Farrell.
NOES: None.
ABSENT: None.
ABSTAINED: None.

CONSIDER PURCHASE OF AEDGE WATER TECHNOLOGIES UNRANIUM REDUCTION SYSTEM FOR ELECTRA WELL: The Electra Well which was drilled at the end of 2017 was found through water quality analysis to have high amounts of Gross Alpha Radiation. Multiple companies provided quotes for systems that would provide on-site Gross Alpha removal. AdEdge Technologies provided the best bid at \$42,000 with additional on-going costs of approximately \$15,000 per year. Additional District expenses include site construction and paving costs of roughly \$30,000. The 2020-2021 budget includes \$150,000 for the development of the Electra Well. After discussion this item was tabled to the next Board meeting so that references can be checked and cost recapture can be calculated.

CONSIDER ATTENDANCE AT FALL ACWA AND JPIA VIRTUAL CONFERENCES: The ACWA and ACWA/JPIA Fall Conferences are scheduled to be held during the week of November 30, 2020 through December 3, 2020 virtually. On a motion by Director Stone and a second by Director Brister, the Board unanimously approved the attendance of these conferences for the General Manager and any Directors desiring to attend with the following roll call vote:

AYES: Directors Bracher-Griffin, Brister, Hubbell and Farrell.
NOES: None.
ABSENT: None.
ABSTAINED: None.

MANAGER'S REPORT/PROJECT UPDATE: Manager Dietz reported the District Administrative Office is still closed to walk in customers.

Manager Dietz reported Mario Ramirez, Water Resources Control Engineer for California Water Boards visited the District to conduct part of the District's Sanitary Survey. This survey analyzes the current states of the District and the required and expected documentation. The survey is currently approximately 85% completed. Upon completion Mr. Ramirez will provide a list of any deficiencies but has stated the District appears to be in great condition.

Manager Dietz has received the California Department of Water Resources Draft guidebook and extended comment date. No final guidebook has been released. Director Farrell is no longer interested in pursuing a regional Urban Water Management Plan as Running Springs Water is under the 3,000 connections required to necessitate the completion of a Plan.

Manager Dietz reported the Sate of California has cancelled all Water Distribution and Water Treatment classes for the remainder of the year. It is possible testing will resume in February 2021. Manager Dietz is prepared to test as soon as testing is available. Employee, David Sale is also waiting to take his Distribution 3 exam.

DIRECTORS REPORT: Director Farrell would like to see a better microphone purchased for the District's Virtual Board Meetings.

Director Farrell informed the Board of an upcoming Ethics 1234 class with Mojave River Water.

Director Farrell reported he is now a member of the Lake Gregory Advisory Committee in conjunction with San Bernardino County Regional Parks. The committee meets monthly and is chaired by Bill Mellinger. The committee will be involved with water supply issues and negotiations for a new concessionaire at the Park.

Director Brister requested an update on the recent termination of a District employee. Manager Dietz reported the separation went well.

Director Brister asked if there was any news on the appointment of two directors by the San Bernardino County Board of Supervisors. Manager Dietz reported that no appointments have been made to date.

Director Stone suggested the December Board meeting be cancelled due to lack of a quorum.

As there was no further business to discuss, the meeting was adjourned at 5:18 pm.

The next meeting has been adjourned to Tuesday, January 19, 2021 at 3:00 pm. This meeting will be held in person as well as simultaneously via videoconference (Zoom).