

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

**AUGUST 18, 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 3:02 pm., on Tuesday, August 18, 2020.

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

Staff members present were General Manager Alan E. Clanin, Attorney Ronald Van Blarcom, Field Supervisor Steve Wood and Office Manager Larrie Davis.

Also, in attendance was Jordan W. Dietz and Sherri Fairbanks.

MINUTES OF PREVIOUS MEETING: The Board reviewed the minutes of the July 21 2020 Board Meeting. On a motion by Director Kinzel and a second by Director Farrell, the Board unanimously approved the minutes as written with the following roll call vote:

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

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

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

PUBLIC COMMENTS: Sherri Fairbanks extended an invitation to Manager Clanin to attend the "Crestline Connect" meeting on Wednesday, August 19, 2020 at 7:30 am.

RECRUITMENT OF TEMPORARY ASSISTANT MANAGER: Manager Clanin reported at the June meeting his intention to move to Tennessee in the Fall. An Ad-Hoc committee consisting of Director Farrell, Director Stone and General Manager Clanin was appointed by President Bracher-Griffin to recruit a Temporary Assistant General Manager for the purposes of training and eventual ascension to the position of General Manager.

The District received 14 application for the position. After thorough evaluation of the applications the Ad-Hoc Committee elected to interview 6 applicants. The Committee after careful consideration instructed the General Manager to offer the position to Jordan Dietz. Jordan is an Electrical Engineer with a strong background in information technology, personnel management and project management, and is currently working for Crestline Sanitation District. Jordan accepted the position and will start with the District on August 24, 2020.

Temporary Assistant Manager Dietz expressed his gratitude for the opportunity. He has registered for Treatment I and Distribution II classes in preparation of State exams.

Director Stone hopes that the addition of Jordan will take some of the pressure off of office personnel.

Director Farrell expressed his pleasure on the selection of Jordan.

#### REVIEW DISTRICT VEHICLE AND EQUIPMENT REPLACEMENT SCHEDULE:

Manager Clanin reviewed with the Board a list of current vehicles and equipment owned by the District and their estimated replacement dates. Director Kinzel questioned if the District had a specific fund allocated to vehicle/equipment replacement or if one was needed. Manager Clanin stated reserve funds were set aside annually but were not specifically earmarked for vehicle/equipment replacement.

#### DISCUSS PREPARATION OF THE 2020 URBAN WATER MANAGEMENT PLAN

(UWMPs): UWMPs are prepared by urban water suppliers every five years. These plans support the suppliers' long-term resource planning to ensure that adequate water supplies are available to meet existing and future water needs. The next plan is due on July 1, 2021.

The District has requested a quote from Albert A. Webb Engineering for the preparation of the 2020 Urban Water Management Plan. Previously the cost associated with plan preparation was \$59,930. Director Farrell suggested the District look into becoming a part of the Regional Plan in an effort to reduce costs.

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

Manager Clanin reported Bell Roofing of San Bernardino has completed the re-roofing and skylight replacement of the garage at the District Administrative office.

AdEdge Water Technologies is finalizing a formal quote for a Uranium Reduction System for the Electra Well. The cost should be between \$65,000 and \$70,000. The well is expected to produce 30gpm. A proposal and cost analysis are expected to be ready for approval at the September meeting.

Manager Clanin reported Director Stone completed the candidate process for re-election in December 2020. Two seats are still available; one for a four year term and one for a two year term. Director Brister and Director Bracher-Griffin are both still interested in the positions but due to a set of unfortunate incidents did not complete the candidacy papers by the deadline. Manager Clanin will discuss the District's options

with the Registrar of Voters Office and report back to the Board at the September meeting.

DIRECTORS REPORT: Director Farrell attended the virtual JPIA and ACWA meetings in July. There was general discussion about the meetings. Director Farrell will present a written report at the September Board Meeting.

Director Farrell would still like the District to pursue obtaining grants through the Mojave Water Agency Technical Advisory Committee.

As there was no further business to discuss, the meeting was adjourned at 4:12 pm.

The next meeting has been adjourned to Tuesday, September 15, 2020 at 3:00 pm. This meeting will more than likely be a teleconferenced meeting.