

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

AUGUST 21, 2018

CALL TO ORDER AND FLAG SALUTE: President Bracher called the Regular Meeting of the Board of Directors of Crestline Village Water District to order at 3:00 pm., on Tuesday, August 21, 2018, at the regular meeting place of said Board at its office in Crestline, California.

ROLL CALL: Present were President Connie Bracher, Directors Steven Farrell, Kenneth Stone and Robert Kinzel. Director Kinzel left the meeting at 4:30 pm.

Absent was Director Darel V. Davis.

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

MINUTES OF PREVIOUS MEETING: On a motion by Director Stone and a second by Director Farrell, the Board that was present unanimously approved the minutes of the Regular Meeting of July 17, 2018 as corrected. The correction made was on Page 2 under the heading "Monthly Financial and Investment Reports"; last sentence changed from Director Bracher received a questionnaire for completion from the auditors to All Directors received a questionnaire for completion from the auditors.

CASH DISBURSEMENTS: The Board reviewed the cash disbursements for the month of July 2018. On a motion by Director Stone and a second by Director Kinzel the cash disbursements for the month of July 2018 were unanimously approved by those Directors present.

PUBLIC COMMENTS: None.

RECOGNITION OF EMPLOYEE, MICHAEL J. LUTCAVISH: The Board presented employee, Michael J. Lutcavish with a "Certificate of Appreciation" for twenty years of service with the District.

UPDATE ON 2018 STATEWIDE GENERAL ELECTION: The District's three incumbents; Steven Farrell, Darel Davis and Robert Kinzel are the only persons who completed candidacy papers. Since they are running unopposed they will be appointed in lieu of an election.

DISCUSSION ON BROWN ACT, SECTION 54953: Attorney Van Blarcom led a discussion on Teleconferenced Board Meetings. The Brown Act, Section 54953 allows for the possibility of teleconferencing but the Board needs to decide if it should be done and under what circumstances. Attorney Van Blarcom and General Manager Clanin will work together to develop a policy for teleconferenced board meeting for Board discussion at the September board meeting.

BIENNIAL REVIEW OF DISTRICT'S CONFLICT OF INTEREST CODE: The Political Reform Act requires every local government agency to review its conflict of interest code biennially. Attorney Van Blarcom reviewed the District's Conflict of Interest Code with the Board and did not recommend any changes. On a motion by Director Stone and second by Director Farrell the Board instructed staff to complete and submit the notice to the County Board of Supervisors indicating no changes were made to the Code. The motion was passed unanimously by those Directors present.

CONSIDER BIDS AND SALE OF SURPLUS PROPERTY; 2006 FORD F250 DIESEL 4WD WITH UTILITY BED: The District received one sealed bid for the purchase of the surplus vehicle. The bid was opened by Board President Bracher and read to the Board. The bid was from Trina Brettmann in the amount of \$9,200.00 cash.

The bid was discussed as it did not meet the minimum bid requirement of \$12,500. Other options for the sale of the vehicle were discussed. On a motion by Director Kinzel and a second by Director Farrell the Board present unanimously accepted the bid of \$9,200 cash for the purchase of the 2006 Ford F250 diesel 4WD with utility bed to Trina Brettmann.

CONSIDER HEALTH BENEFIT PREMIUMS AND ADJUSTMENT TO MAXIMUM MONTHLY HEALTH BENEFIT: General Manager Clanin reviewed with the Board the ACWA Health Benefit premiums going into effect January 1, 2019. The average health premium will increase an average of 0.34%. On a motion by Director Farrell and a second by Director Stone, a 0.17% increase in the maximum monthly health benefits paid by the District, effective January 1, 2019, was approved on the following vote:

AYES:	Directors Stone, Kinzel, Farrell, and Bracher
NOES:	None
ABSENT:	Davis
ABSTAINED:	None

The maximum monthly health benefit will increase from \$1,535 per month per employee to \$1,538 at a total annual cost to the District of approximately \$742.

CONSIDER ATTENDANCE AT ACWA/JPIA 2018 FALL CONFERENCE, WEEK OF NOVEMBER 26, 2018 THROUGH NOVEMBER 30, 2018: The ACWA and ACWA/JPIA Fall Conferences are scheduled to be held during the week of November 26, 2018 in San Diego, California. On a motion by Director Farrell and a second by Director Stone, the Board present unanimously approved the attendance of these conferences for the General Manager and any Directors desiring to attend. Directors Farrell, Kinzel and Bracher as well as General Manager Clanin will be attending the conference(s).

CONSIDER RESCHEDULING THE OCTOBER 16, 2018 BOARD MEETING: The Board discussed several conflicts with the scheduled October 16, 2018 Board Meeting. No action was taken.

MANAGER'S REPORT/PROJECT UPDATE: General Manager Clanin reported the Electra Vertical Well has been flushed and sampled. Gross alpha is a little high and staff is working on methods to reduce the gross alpha.

The implementation of new billing software is under way. Tyler has been on site for the past three weeks setting up the District's general ledger and accounts payable. Staff training in these two modules has begun.

District staff has installed all of the new water services, reconfigured pressure zones and placed the new water main online for the Lakeview Main Replacement Project. Paving access roads is still being done. Directors were happy to see monthly progress on this project.

District staff at the request of Southern California Edison relocated a forty foot section of 8-inch main to accommodate the placement of an electrical vault at the Lake Gregory Dam Rehabilitation Project. Total project cost is approximately \$6,300 which will be paid by Southern California Edison and the County of San Bernardino.

The District continues to gather the required data to achieve the Special District Leadership Foundation District Transparency Certificate of Excellence.

The Hazard Mitigation Plan has been approved by the Federal Emergency Management Agency pending Board approval.

The District was without internet service for three weeks due to Frontier telephone problems.

The District's asphalt roller was purchased in the 1980's and broke during the paving at the Lakeview Project. The County Road Department assisted in completing the days paving. The District is currently looking for a used roller and renting one in the meantime.

REPORTS ON ATTENDANCE OF SAN BERNARDINO WATER CONFERENCE, AUGUST 10, 2018: General Manager Clanin and Director's Farrell and Kinzel provided written reports of their attendance at the 2018 San Bernardino Water Conference.

Director Bracher notified the Board that Dale Schindler passed away on August 17, 2018.

As there was no further business to discuss, the meeting was adjourned at 4:40 pm.

The next meeting is scheduled for Tuesday, October 16, 2018 at 3:00 pm.