

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

FEBRUARY 20, 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, February 20, 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, Robert Kinzel and Kenneth Stone.

Absent was Director Darel Davis.

Staff members present were General Manager Alan E. Clanin, Attorney Ronald Van Blarcom, Engineer Wally Franz and Field Supervisor Steve Wood.

Absent was Office Manager Larrie Davis.

Also present was Bruce Daniels.

MINUTES OF PREVIOUS MEETING: On a motion by Director Farrell and a second by Director Stone, the Board that was present unanimously approved the minutes of the Regular Meeting of January 16, 2018 as written.

CASH DISBURSEMENTS: Cash disbursements were not available for review. No action was taken.

PUBLIC COMMENTS: Mr. Bruce Daniels introduced himself to the Board.

CONSIDER CONCEPTUAL SUPPORT OF AN INTERMOUNTAIN TRAIL: General Manager Clanin referred the Board to the January 16, 2018 Board Meeting presentation of Mr. Bruce Daniels requesting District support of the Rim of the World Trail System. There was general discussion regarding the role of the District in matters of endorsing external programs. Director Stone commented that although he supports the concept, he believes the District Board should not formally endorse a program that is beyond the scope of the Water District mission. Director Farrell expressed that there was no harm in supporting a concept and suggested the District should formally “support” but not “endorse” the program, and that this is another opportunity for the District to support the community. Director Bracher inquired if there were legal statutes that prohibit the District from supporting or endorsing a project of this kind and suggested that Mr. Daniels resubmit this item to the Crest Forest Municipal Advisory Council. Director Kinzel stated the support of the District may be helpful in obtaining funding for the project. Following further discussion, the Board agreed that Rim of the World Recreation and Parks District would be the appropriate entity to formally support this concept.

No action was taken.

CONSIDER ALBERT A. WEBB'S REVISED FEE SCHEDULE: General Manager Clanin reviewed with the Board the revised fee schedule proposed by Albert A. Webb Associates explaining the District will be charged at the 2014 rate and will continue to receive a discount. Manager Clanin also announced that Engineer Wally Franz will be retiring in June. The Board questioned the necessity of having an Engineer present at the monthly meetings. As there are currently no large projects that require engineering, in an effort to reduce expenses and be financially responsible, the Board agreed that a representative from Albert A. Webb Associates would be utilized on an as needed basis in the future.

On a motion by Director Stone and a second by Director Farrell the Board that was present approved the new fee schedule from Albert A. Webb Associates on the following vote:

AYES: Directors Bracher, Farrell, Kinzel and Stone.

NOES: None.

ABSENT: Director Davis.

ABSTAINED: None.

REVIEW RESOLUTION NO. 32, POLICY OF GOVERNING BOARD IN MATTER OF PLACING OF NEW WATER MAINS AND THE REPLACING OR RELOCATING EXISTING WATER MAINS: General Manager Clanin reviewed with the Board the existing policy and how it pertains to the Lakeview Water Main Replacement Project. Manager Clanin explained that 12 of the 16 water services affected by the replacement of the old 2" galvanized water main will have to be relocated to the access road south of Lakeview Drive, and that the property owner is responsible for reconnecting to the new meter location. The existing District policy and previous practice provides for reimbursement of the required permits. The Board inquired as to the maximum estimated cost of relocating a water service. Field Supervisor Wood estimated maximum cost at \$2,500.00. There was general discussion and alternative solutions proposed to provide financial relief to the property owner. After further discussion the Board agreed to make no changes to the current policy.

No action was taken.

CONSIDER NOMINATION FOR REGULAR SPECIAL DISTRICT MEMBER OF THE LOCAL AGENCY FORMATION COMMISSION: The Board discussed the nomination process. Director Farrell suggested that he would be interested in the nomination for Alternate Special District Member of the Local Agency Formation Commission.

No action was taken.

CONSIDER NOMINATION FOR ALTERNATE SPECIAL DISTRICT MEMBER OF THE LOCAL AGENCY FORMATION COMMISSION: Director Farrell suggested that he would be interested in the nomination for Alternate Special District Member of the Local Agency Formation Commission.

On a motion by Director Stone and a second by Director Kinzel the Board that was present approved the nomination of Director Farrell for the Alternate Special District Member of the Local Agency Formation Commission on the following vote:

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

DISCUSS FORM 700 FOR DIRECTORS: Manager Clanin reviewed with Directors the purpose and filing process of Form 700. All completed forms need to be returned to the District no later than April 2, 2018.

CONSIDER ATTENDANCE AT ACWA/JPIA SPRING CONFERENCE, WEEK OF MAY 8-11, 2018, SACRAMENTO, CA: Director Farrell expressed interest in attending this event. On a motion by Director Stone and a second by Director Farrell, the Board unanimously approved attendance to the ACWA/JPIA Spring Conference for the General Manager and any Director choosing to attend on the following vote:

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

MANAGER'S REPORT: Manager Clanin reported the District was contacted by Valley View Park Mutual Water Company to assist in locating the source of severe water loss. District Staff found a large leak and has been performing repairs on the Valley View Park Mutual Water Company system. Several calls have been received expressing appreciation of the professionalism and quality work performed by District Staff. All time and materials are being carefully accounted for and will be reimbursed by Valley View Park Mutual Water Company.

Manager Clanin reported the Electra Drive Well drilling has been completed to a depth of 580 feet. Samples and flow testing are currently being conducted. Manager Clanin has contacted the State Water Board to obtain the necessary permits for the Electra Well.

Manager Clanin informed the Board the new Dell Server has been setup and Tyler Technologies Software has been installed. District Staff is working with an outside contractor to configure the legacy software files to the Tyler Incode file format.

Manager Clanin reported the State of California Hazard Mitigation Office and the Federal Emergency Management Agency (FEMA) has reviewed the Hazard Mitigation Plan (HMP). District Staff has revised the HMP based on FEMA recommendations.

Manager Clanin provided an update on the district information technology “on boarding” project.

Manager Clanin reported CalPERS has performed an audit of the District and that Office Manager Davis was well prepared. The District was found to be in compliance with minimal changes in procedure.

REQUEST FOR FUTURE AGENDA ITEMS: The Board requested a Form 700 reminder be placed on the next agenda.

As there was no further business to discuss, the meeting was adjourned at 04:20 pm.

The next meeting is scheduled for Tuesday, March 20, 2018 at 3:00 pm.