

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

**May 16, 2023**

CALL TO ORDER AND FLAG SALUTE: President Cory Hubbell called the Adjourned Regular Meeting of the Board of Directors of Crestline Village Water District to order at 3:02 pm, on Tuesday, May 16, 2023.

ROLL CALL: Present were President Cory Hubbell, Vice President William Barrera, Directors Steve Farrell, Leslie Brister and Kenneth Stone.

Staff members present were Attorney Ronald Van Blarcom, Office Manager Josselyn Quine, Operations Manager David Sale and General Manager Thomas Weddle.

MINUTES OF PREVIOUS MEETINGS:

The Board reviewed the minutes of the April 25, 2023 Adjourned Regular Board Meeting. On a motion by Director Stone and a second by Director Brister, the minutes for the April 25, 2023, meeting were approved as corrected with the following roll call vote:

AYES: Directors Barrera, Brister, Farrell, Hubbell, and Stone.

NOES: None.

ABSENT: None.

ABSTAINED: None.

CASH DISBURSEMENTS:

The Board reviewed and discussed the cash disbursements for the month of April 2023. A question came up regarding several checks all written out for the same amount of \$494.70 which was explained to be the retired employee's medical benefits that are reimbursed quarterly.

On a motion by Director Stone and a second by Director Barrera, the cash disbursements for the month of April 2023, were approved with the following roll call vote:

AYES: Directors Barrera, Brister, Farrell, Hubbell, and Stone.

NOES: None.

ABSENT: None.

ABSTAINED: None.

PUBLIC COMMENTS: None.

REVIEW AGREEMENT WITH RONALD VAN BLARCOM FOR GENERAL COUNSEL SERVICES.

The Board reviewed and discussed the Annual Agreement for General Counsel Services with Ronald Van Blarcom. There was general discussion about the hours worked since the last review. There is a base standard of 10 hours each month. Since November of 2021, General Counsel Van Blarcom has worked an additional 68.2 hours above his contracted 10 hours per month. The Board approved the Agreement with Ronald Van

Blarcom as General Counsel with the following roll call vote:

AYES: Directors Barrera, Brister, Farrell, Hubbell, and Stone.

NOES: None.

ABSENT: None.

ABSTAINED: None.

## CONSIDER COST OF LIVING ADJUSTMENT FOR DISTRICT EMPLOYEES.

The Board reviewed the change in Consumer Price Index (CPI) for the past year ending April 2023. The average change in the three CPI Indexes is as follows: The U.S. City average was 4.75%, the average change for the Los Angeles-Long Beach-Orange County area was 4.50%, and the average change for the Riverside-San Bernardino Ontario area was 4.40%. Staff recommended a 5.00% Cost of Living Adjustment (COLA) for all current employees, effective June 22, 2023. This would increase annual wages by approximately \$62,218.81 per year.

On a motion by Director Stone and a second by Director Farrell, the Board approved a 5.00% Cost of Living Adjustment and the attached payroll schedule for all current employees effective June 22, 2023.

## REPORT ON 2023 SPRING ACWA/JPIA SPRING CONFERENCE.

Director Farrell was able to attend both the JPIA and ACWA portions of this conference. When talking to other attendees and attending classes, he learned insurance rates are increasing because of the rise of claims during natural disasters. Preventative measures can be adopted to aid in disaster situations to lessen insurance claims and non-operational time. The mention of a speaker visiting the District, along with other local districts, to provide tools and suggestions for what to plan for and expect during disasters was welcomed by staff and board members.

## MANAGER'S REPORT:

### 1. Update on District Projects:

Dave Sale reported that Felsen was scheduled to be acid washed to clean out the perforations. New internals were ordered to rebuild the Horst Pump that had failed. The Cypress Well pump will be installed into Electra To replace the one that is currently larger than the system was designed for. The District received a new telemetry kit from High Tide Technologies and is currently trying it out at Pioneer Pumphouse to monitor chlorine residual. This is a trial after not being able to monitor it for over a year. The District plans to try a new tank cleaning company that has bid the same work that cost the District \$14,625 for \$9,957. The backflow devices at the office have been replaced after failing the field test. The District is going to use Bidadoo Auctions to sale the surplus equipment at the office for a 12% service fee.

### 2. Monthly Financial and Investment Reports:

The Board reviewed the monthly financial and investment reports.

### 3. Monthly Water Production Reports:

The Board reviewed the System Report that includes the amount of water in storage, and the amount of water produced and purchased for the month of April 2023.

Manager Weddle reported that, after looking through old records and the census data

for the last 10 years, it appeared that the residents per household have been inflated based on the population data and that Crestline's population closer to 11,500. For this reason, the number of residents per household was changed from 2.83 to 2.38.

4. Edison Billing:

The District had Utility Cost Management analyze the Edison bill to determine if there were any cost savings to be had. UCM found no areas for the District to save money on the bill.

DIRECTOR'S REPORTS:

The Directors had nothing to report.

REQUESTS FOR FUTURE AGENDA ITEMS:

None

As there was no further business to discuss, the meeting was adjourned at 4:48pm. The next meeting is scheduled for Tuesday, June 20, 2023. This meeting will be held in person at the District office.