

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

JULY 13, 2017

CALL TO ORDER AND FLAG SALUTE: President Bracher called the Special Meeting of the Board of Directors of Crestline Village Water District to order at 11:00 a.m., on Tuesday, July 13, 2017, 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, Robert Kinzel and Darel Davis.

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

Absent was Engineer Wally Franz.

MINUTES OF PREVIOUS MEETING: On a motion by Director Kinzel and a second by Director Stone, the minutes of the Special Meeting of June 27, 2017 were unanimously approved as written.

CASH DISBURSEMENTS: The Board reviewed the cash disbursements for the month of June 2017. On a motion by Director Davis and a second by Director Stone the cash disbursements for the month of June 2017 were unanimously approved.

PUBLIC COMMENTS: None.

UPDATE ON WELL PROJECTS: Manager Drew reported that Sam Crum Water Well Drilling has completed the repair work on the Felsen Well. The perforations in the casing have been cleaned and a new pump installed. The well has been flushed and is expected to be back in service tomorrow.

Manager Drew reported that Sam Crum Water Well Drilling has begun the repair worked needed at Chamois Well. The debris at the bottom of the well has been cleared out and gravel has been packed around the new well casing. The well is in the process of being video logged again and the District hopes to have the well back in service sometime next week.

Manager Drew reported that work on the new Electra Well should start towards the end of July with the removal of the old retaining wall and creation of a pad for the well drilling equipment.

CONSIDER BIDS FOR THE NORMAN L. HUNT DISTRICT ADMINISTRATIVE BUILDING ROOFING PROJECT: Assistant Manager Clanin reported that bids for the roofing of the Norman L. Hunt District Administrative Building were requested from eleven companies. Bids were requested for both a composite shingle roof and for a

metal roof. Two contractors attended the job walk and one bid was received from Bell Roofing Company in the amount of \$39,380 for a composite shingle roof. No bids were received for a metal roof. In 2016, prior to the project being placed on hold, two additional bids were received; one from Spencer Roofing for \$36,000 and one from RNR Roofing for \$47,740. On a motion by Director Davis and second by Director Stone the Board unanimously awarded the Norman L. Hunt District Administrative Building roofing project to Bell Roof Company in the amount of \$39,380. The work will take about a week and will begin in early fall.

CONSIDER ATTENDANCE AT SAN BERNARDINO COUNTY WATER CONFERENCE, AUGUST 11, 2017, ONTARIO, CA: There was some discussion on attendance of this conference. No action was taken.

CONSIDER CHANGING THE AUGUST BOARD MEETING DATE: No action was taken.

MANAGER'S REPORT: Manager Drew reported that the District Auditors were currently at the District office and were in the process of conducting the annual audit.

Manager Drew reported that water production is steady, but two large producing wells are currently not in operation due to repair work.

Manager Drew reported that Sprint is possibly interested in leasing space at the Lakeview tank site for a new cell tower.

Assistant Manager Clanin reported that he and Field Supervisor Wood had attempted to contact Charles Gibbs for approval to cross his property with new main for the Lakeview Main Replacement Project. Mr. Gibbs appears to be receptive and has requested to meet with Assistant Manager Clanin and Field Supervisor Wood at the job site.

Assistant Manager Clanin reported that further work on the new billing software project has been placed on hold until after the District audit is complete.

Assistant Manager Clanin reported that the State of California Office of Emergency Service has confirmed receipt of the District's 2017 Hazard Mitigation Plan. The Plan is still in the review process.

DIRECTOR'S REPORTS: Director Farrell announced that LAFCO has completed their Community Service Review. The Review may be approved at LAFCO's next meeting.

EXECUTIVE SESSION: The Board entered into executive session at 11:25 am to discuss the following item:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Title: General Manager, Pursuant To Government Code Section 54957(B).

The Board returned to regular session at 12:28 pm. The Board acknowledged receipt of General Manager Drew' s retirement letter and have accepted Manager Drew's retirement date of November 17, 2017.

As there was no further business to discuss, the meeting was adjourned at 12:32 pm. The next meeting is scheduled for Tuesday, August 15, 2017 at 3:00 pm.