

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

JUNE 27, 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 10:00 am, on Tuesday, June 27, 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 and Robert Kinzel.

Absent was Director Darel Davis.

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

Absent was General Manager Karl B. Drew.

MINUTES OF PREVIOUS MEETING: On a motion by Director Farrell and a second by Director Kinzel, the minutes of the Regular Meeting of May 16, 2017 were unanimously approved as written, by those Directors present.

CASH DISBURSEMENTS: The Board reviewed the cash disbursements for the month of May 2017. On a motion by Director Stone and a second by Director Kinzel the cash disbursements for the month of May 2017 were unanimously approved by those Directors present.

PUBLIC COMMENTS: None. Attorney Van Blarcom gave a brief synopsis of the purpose of and rules for "Public Comments" being agendized.

CONSIDER PROPOSAL FROM SAM CRUM WATER WELL DRILLING FOR THE REPAIR OF CHAMOIS VERTICAL WELL: Assistant Manager Clanin explained that the Chamois Vertical Well had been recently video logged and needs some repair work. Harich Enterprises originally constructed the well and came back several years ago to repair a seal. Engineer Franz explained that wells should be video logged once they start losing production or at least every ten years.

Sam Crum Water Well Drilling is proposing the removal of the old liner, cleaning the debris in the bottom of the well, installing new casing and pump and acid washing to clear bacteria. New gravel will be packed around the casing. Field Supervisor Wood stated the job will take about two days. The estimate for this project is \$23,591.72 and is budgeted for through discretionary appropriations.

CONSIDER PROPOSAL FROM SAM CRUM WATER WELL DRILLING FOR THE DRILLING OF A NEW WELL AT ELECTRA: Assistant Manager Clanin reviewed Sam

Crum Well Drilling's proposal for drilling a test hole at the Electra site. All preliminary work has been finished including the environmental work. The estimate for this project is \$71,995.00 and was budgeted. If the well looks feasible after the test hole is completed an additional \$25,000 to \$50,000 will be needed for the installation of the pump and completion of the well site. On a motion by Director Farrell and a second by Director Kinzel the Board who was present unanimously approved the repair of the Chamois Vertical Well by Sam Crum Water Well Drilling for an estimated \$23,591.72 and the construction of a new water well at the Electra Drive site for an estimated \$71,995.

ADOPT RESOLUTION NO. 439, DETERMINING APPROPRIATION LIMITATION FOR FISCAL YEAR 2017-18: Assistant Manager Clanin discussed the proposed resolution with the Board. The proposed resolution uses "the percentage change in California per capita personal income from the preceding year" as the "change in the cost of living" factor and the "change of population within the county in which it is located" as the "change in population" factor. The proposed Appropriation Limitation for fiscal year 2017-18 is \$1,444,011.

On a motion by Director Stone and a second by Director Farrell, the Board adopted Resolution No. 439, determining the Appropriation Limitation for fiscal year 2017-18 to be \$1,444,011 on the following roll call vote:

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

CONSIDER RESOLUTION NO. 440, NOMINATING STEVEN C. FARRELL FOR THE 2017-18 ASSOCIATION OF CALIFORNIA WATER ASSOCIATIONS (ACWA) REGION 9 BOARD POSITION: Director Stone led a discussion on Director Farrell's current Board position with ACWA Region 9. Director Farrell presented the benefits of being on the ACWA Region 9 Board and the small cost to the District for his participation. President Bracher expressed her appreciation of Director Farrell's participation. Director Kinzel expressed his belief that participation by Director Farrell was a benefit to the District in the long run. On a motion by Director Kinzel and a second by Director Farrell, the Board adopted resolution No. 440, nominating Director Steven Farrell to the 2017-18 Association of California Water Associations Region 9 Position on the following roll call vote:

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

CONSIDER ATTENDANCE AT 2017 CALIFORNIA FINANCING COORDINATING COMMITTEE (CFCC) FUNDING FAIR: Assistant Manager Clanin reviewed the 2017 CFCC Funding Fair schedule and agenda. Director Stone would like to see Staff attend this fair rather than Directors. Assistant Manager Clanin informed the Board he was

planning to attend the event. Director Farrell made a motion and Director Kinzel seconded the motion to allow any board member wishing to attend to attend. The motion did not carry on the following vote:

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

CONSIDER ATTENDANCE AT SAN BERNARDINO COUNTY WATER CONFERENCE, AUGUST 11, 2017, ONTARIO, CA: There was general discussion regarding the benefit versus the cost of this conference. The Board requested this item be brought back to the July Board Meeting.

CONSIDER CALIFORNIA SPECIAL DISTRICTS (CSDA) 2017 BOARD OF DIRECTORS ELECTION, SEAT C: The Board reviewed the mail ballot and candidate information for the candidates who provided one for the California Special Districts 2017 Board of Directors Election, Seat C. No action was taken.

CONSIDER SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDMRA) 2017 BOARD OF DIRECTORS ELECTION BALLOT AND RESOLUTION: The Board reviewed the official resolution ballot and candidate's statements of qualifications for the 2017 election of SDRMA Board of Directors. No action was taken.

CONSIDER COST OF LIVING ADJUSTMENT FOR DISTRICT EMPLOYEES: The Board reviewed the change in Consumer Price Index (CPI) for the past year ending April 2017. The average change in the two CPI Indexes for the U.S. City average was 2.15% and the average change for the Los Angeles-Riverside-Orange County area was 2.60%. Staff recommended a 2.60% Cost of Living Adjustment (COLA) for all current employees including the General Manager, effective June 2, 2017. This would increase annual wages by approximately \$26,291 per year.

On a motion by Director Farrell and a second by Director Kinzel, the Board present unanimously approved a 2.60% Cost of Living Adjustment for all current employees, including the General Manager effective June 2, 2017.

MANAGER'S REPORT: Assistant Manager Clanin reviewed a memo with the Board written by General Manager Drew updating current District Projects:

- Lakeview Main Replacement is dependent on one of the property owners providing the District with an easement to cross their property. The Board instructed Staff to make personal contact with the customer.
- Manager Drew has negotiated a proposal with Sam Crum Water Well Drilling to proceed with the Electra Well. The Board approved this expense earlier in this meeting. The District has still had no response from the owner of the proposed Valle Drive well site property.

- The District received a payment of \$4,000 for the two-year extension of the option period for the Brookside cell tower. Another company, Eukon Group who acquires tower sites for Sprint Communications is inquiring about a possible cell tower at the Old Mill Tank or Zurich Tank site. They are also looking at other locations.
- The District has not received any further communications from San Bernardino County regarding the Lake Gregory Dam Main project. It does not appear work will start on this project this year.

Assistant Manager Clanin provided an update on his assigned projects:

- Request for Proposal was sent to six or seven contractors for Administrative Building Reroofing Project. Two contractors responded and attended the job walk. Staff is now waiting on quotes for the project.
- The Hazard Mitigation Plan was mailed to the State of California on May 15, 2017. There has been no response yet from either the State or the Federal Emergency Management Agency.
- Two vendors have looked at the office cubicles and are preparing bids for their replacement. Attorney Van Blarcom is researching prevailing wage to determine if this project falls in the prevailing wage category.
- Staff attended the Tyler Incode Kick-Off meeting via the internet. In preparation General Manager Drew and Assistant Manager Clanin have had three vendors look at the Districts current Internet Technology. Staff may install the new server to accommodate Tyler Incode rather than hire an outside vendor.

DIRECTORS' REPORTS: Director Bracher reported her office computers subject to a ransom ware attack. The office was prevented from accessing their system until a \$1,000 ransom was paid.

FUTURE AGENDA ITEM: The Board requested that the attendance of the San Bernardino County Water Conference, August 11, 2017 be brought back to the Board in July when more information on speakers may be available.

Director Stone requested that a closed session be placed on the July agenda to discuss personnel matters. Attorney Van Blarcom led a general discussion on the purpose of the closed session.

As there was no further business to discuss, the meeting was adjourned at 11:49 am...

The next meeting is scheduled for Thursday, July 13, 2017 at 11:00 am.