



*BOARD OF DIRECTORS*  
*MEETING MINUTES –EXECUTIVE MEETING*

Date: June 16, 2011 Time: 8:33 PM.

Location: CRESTLINE VILLAGE WATER DISTRICT

**CALL TO ORDER:** President Dahlstrom called the meeting to order at 8:33 PM

**PRESENT:** President Perry Dahlstrom  
Vice President Ronald Albright  
Treasurer Donald Pederson  
Secretary Wilfred Steiner  
Director Paul Hartman

**CONSULTANTS:** General Manager – Sonny Gowan  
Administrative Consultant – Rhiannon Gowan

**STAFF:** Accountant – Angela Forder

## ***BOARD OF DIRECTORS MEETING MINUTES***

1. APPROVE THE APRIL 02, 2011 EXECUTIVE BOARD MINUTES.

**DISCUSSION:** No changes or objections to the minutes.

**MOTION:** Director Pederson made a motion to approve the April 02, 2011 Executive Board Minutes as submitted. A second was made by Director Albright.

**ACTION:** Motion was carried; Director Hartman abstained.

2. APPROVE THE April 21, 2011 REGULAR BOARD MEETING MINUTES.

**DISCUSSION:** There was a discussion regarding item number 6. Director Pederson and Administrative Consultant Rhiannon Gowan agreed that it was the second time that there was an issue with the Jobs Peak Generator.

**MOTION:** Director Hartman made a motion to approve the April 21, 2011 Regular Board Minutes as submitted. A second was made by Director Pederson.

**ACTION:** Motion was carried.

## REPORTS

### OPERATIONS

#### Production Reports for May 2011

General Manager, Sonny Gowan provided the following totals for May 2011:

TOTAL MONTHLY SYSTEM PRODUCTION:	<b>3,217,253</b>	Gallons or 72.1 gallons per minute.
TOTAL PURCHASED WATER TO THE SYSTEM:	<b>0</b>	Gallons or 0 gallons per minute.
TOTAL WATER TO THE SYSTEM IN May 2011:	<b>3,217,253</b>	Gallons or 72.1 gallons per minute.
TOTAL SYSTEM STORAGE AS OF May 31, 2011:	<b>79.75%</b>	

GM Gowan reported the following information to the Board:

- Investigated 11 customer leaks
- Pulled 3 meters
- Re-installed 1 meter
- Completed 12 underground service alerts
- Posted 1 notice
- Completed 9 water turn on orders
- Completed 9 turn off orders
- Abandon 1 water service
- Installed 1 new water service
- Completed 1 meter change out
- Completed 19 meter read orders
- Repaired pump and motor at the Mid Burnt Mill Booster Station
- Repaired the Chlorinator at Coonturn
- Dead end flushing
- Weed control
- Backflow testing

## *NEW BUSINESS*

### **ITEM 1: ANNUAL SHAREHOLDERS MEETING**

**DISCUSSION:** There was a brief discussion had regarding the Shareholders prospectus packet.

**MOTION:** Director Pederson made a motion to approve the Shareholder prospectus packet for distribution, Director Steiner seconded the motion.

**ACTION:** Motion carried unanimously.

### **ITEM 2: DEPARTMENT OF CORPORATIONS**

**DISCUSSION:** A brief discussion was had regarding updating our engineer's statement.

**MOTION:** Director Pederson made a motion to go with "So and Associates" to update our Engineers statement for the DOC Permit. A second was made by Director Hartman.

**ACTION:** Motion carried unanimously.

### **ITEM 3: PERSONNEL ACTION FORM**

**DISCUSSION:** A discussion was had regarding employee matters.

**ACTION:** A Personnel Action Form was signed by the Board to formalize the terms & conditions of a new employee's relationship with the Company.

#### **ITEM 4: Financial Institution**

**DISCUSSION:** A discussion was had regarding Arrowhead Credit Union no longer offering new business accounts. It was discussed that we should look transferring our accounts to a new bank.

**ACTION:** Administrative consultant Rhiannon Gowan was instructed to look into business banking options at Bank of America and California Bank and Trust.

### **OLD BUSINESS**

**1. CLAWA CONNECTION STATUS – ( Financial Hold )**

**2. WATER STORAGE TANK MAINTENANCE-STATUS & INSPECTION PROPOSALS – ( Financial Hold )**

**3. CANYON VISTA - ( No further public discussion, legal issue )**

**4. SAWPIT STORAGE TANK SITE – STATUS UPDATE - ( Financial Hold )**

**5. BENNETT EASEMENT - ( No further public discussion, legal issue )**

**DISCUSSION:** The Board reviewed the most recent correspondence from the Company's attorney regarding current litigation.

**ACTION:** None

**6. POLICIES & PROCEDURES**

**DISCUSSION:** A discussion was had about reformatting the By-Laws.

**ACTION:** Director Dahlstrom indicated he would compare the reformatted version to the original (blue book) to ensure it is identical and suitable for re-printing

**7. RATE INCREASE (Tabled for next meeting)**

ADJOURNMENT

**MOTION:** Director Pederson made a motion to adjourn the June 16<sup>th</sup>, 2011 Executive Board of Directors Meeting. A second was made by Director Steiner.

**ACTION:** The motion which was approved unanimously.

The Meeting was adjourned by Director Dahlstrom at 10:25 P.M.

Approved by:  \_\_\_\_\_ Date: 8/18/11  
Perry Dahlstrom, President

Reviewed By:  \_\_\_\_\_ Date: 8/18/11  
Wilfred Steiner, Secretary