



BOARD OF DIRECTORS
MEETING MINUTES – REGULAR MEETING

Date: April 21, 2011 Time: 7:00 PM.

Location: CRESTLINE VILLAGE WATER DISTRICT

CALL TO ORDER: President Dahlstrom called the meeting to order at 7:00 PM

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

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

AUDIENCE MEMBERS: See Attached Exhibit "A"

MINUTES

1. APPROVE THE MARCH 17, 2011 REGULAR BOARD MINUTES.

DISCUSSION: No changes or objections to the minutes.

MOTION: Director Steiner made a motion to approve the March 17, 2011 Regular Board Minutes as submitted. A second was made by Director Pederson.

ACTION: Motion was carried.

2. APPROVE THE MARCH 22, 2011 EXECUTIVE BOARD MEETING MINUTES.

DISCUSSION: Item number four should be changed to read; "*...and overtime pay, as budget items.*"

MOTION: Director Steiner made a motion to approve the March 22, 2011 Executive Board Minutes as amended. A second was made by Director Pederson.

ACTION: Motion was carried.

3. APPROVE THE APRIL 02, 2011 EXECUTIVE BOARD MEETING MINUTES

DISCUSSION: The minutes were tabled until the May 19, 2011 Board meeting.

MOTION: N/A

ACTION: N/A

REPORTS

1. APPROVE THE MARCH 2011 FINANCIAL REPORT

DISCUSSION: Mrs. Gowan explained the status of the Company financial reports for March 2011.

MOTION: Director Steiner made a motion to accept the financial report as presented for March 2011. A second was made by Director Hartman.

ACTION: Motion carried unanimously.

2. OPERATIONS

Production Reports for March 2011

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

TOTAL MONTHLY SYSTEM PRODUCTION:	3,875,276	Gallons or 86.8 gallons per minute.
TOTAL PURCHASED WATER TO THE SYSTEM:	80,100	Gallons or 1.8 gallons per minute.
TOTAL WATER TO THE SYSTEM IN MARCH 2011:	3,955,376	Gallons or 88.6 gallons per minute.
TOTAL SYSTEM STORAGE AS OF MARCH 31,2011:	81.69%	

GM Gowan reported the following information to the Board:

- The Field Technicians investigated 12 possible customer leaks
- Technicians completed 3 after hours customer call outs
- Pulled 1 meter for non-payment
- Completed 2 Underground Service Alerts
- Posted 42 notices
- Completed 7 water turn on orders, and 3 turn off orders
- Replaced 1 meter box
- Abandoned 1 water service
- Completed 2 water availability investigations
- Plowed snow and graded roads to the pump houses
- Replaced a clear well pump at Lower Burnt Mill
- Repaired 1 service leak on Buckthorne
- Installed 2 new water services
- Investigated 2 low pressure calls
- Completed 2 meter changeouts and 11 reads
- Lowered 1 water service and meter
- Monitored sites during power outages

DISCUSSION: Director Dahlstrom instructed the GM to install a pressure recorder that will do a chart and compile digital data at Jobs Peak.

PUBLIC COMMENT

PUBLIC COMMENT CARDS:

1. Shareholder Amir Rezaei submitted a public comment card regarding multiple issues including the rate increase, management issues, and the high fees charged on delinquent accounts.

DISCUSSION: Director Dahlstrom explained that we have to collect revenue in order to operate and supply water. Director Dahlstrom stated that the Annual Financials are available for review and Mr. Rezaei was encouraged to attend the Annual Shareholders meeting.

ACTION: None

2. Cedarripes Park Resident Dennis Bennett submitted a public comment card regarding the current matter between himself and the Company about the lack of a recorded easement on his property.

DISCUSSION: Mr. Bennett stated that he did not understand why the Company had not perfected an easement when the waterline was first installed. He also presented the Board with a map of what he believes is an existing easement on another part of his property, and gave his opinion of what the lawsuit he has filed regarding this issue will cost the Shareholders. Director Dahlstrom stated that he believes the reason the easement was not perfected was due to the blanket easement agreement for all tract maps of CPP that the Company was originally granted.

ACTION: None

3. Shareholder Tory Ward submitted a public comment card asking how many employees worked in the office, and how many worked in the field. She also requested a copy of the by-laws.

DISCUSSION: The Board indicated that there are currently 2 field employees and that ECS has been contracted to perform the General Manager and Administrative functions. The Board advised all Shareholders that copies of the By-Laws may be obtained at the office.

ACTION: None

4. Shareholders Glen and Debra Dark submitted a public comment card regarding meter readings.

DISCUSSION: Mr. Dark indicated he was upset that his consumption had been estimated on the last meter read cycle, and that he believes the estimate was inaccurate. Mr. Dark stated he believes that he and other Shareholders have been overcharged as a result. The Board and Staff explained that estimates were calculated based on consumption from the same period of the previous year, and advised that if he or any Shareholder believes an error has occurred, it can likely be identified and resolved by contacting the office.

ACTION: None

5. Shareholder Cheryl Turpin submitted a public comment card again reasserting her position that private shareholder information (proxy information) has been placed on the company website.

DISCUSSION: The Board indicated that while the Company believes inclusion of proxy information in the Annual Shareholder Meeting Minutes is a necessary part of the corporate records, that portion has since been removed from the Company website to avoid any future concern.

ACTION: Proxy information shall no longer be included in the website version(s) of Meeting Minutes, but shall remain available at Shareholder request.

6. Shareholder Cheryl Turpin submitted a public comment card regarding the Jobs Peak Tank, wanting to know why the generator was again not working during a recent power outage.

DISCUSSION: Mrs. Turpin stated she had called the answering service to report the power outage, but believed there had been no response. GM Gowan indicated the Company had not received any messages from the answering service for the period in question. Director Dahlstrom commented that the Board received a letter from our field staff stating their recollection of the prior event (Friday 2/25/2011 to Sunday 2/27/2011), and explaining their actions. He stated that changes have been made in the record keeping so that the field staff will keep a daily journal log of their operational activities to better account for future inquiries, and that we will reaffirm to the field employees they have a responsibility to carry out their duties.

ACTION: None

7. Shareholders Cheryl Turpin and Laurel Smith each submitted public comment cards questioning the "good standing" of Director Albright, stating that they believe Director Albright does not have the correct number of shares for the property he owns.

DISCUSSION: Director Dahlstrom stated that this issue was on the agenda, and would be discussed at that time.

ACTION: None

8. Shareholder Cheryl Turpin submitted a public comment card regarding the work that field employees had been involved in trying to locate a water line at/near her residence. States that the shut-off valve is not working and wants to know when it will be replaced. Also states that there is not enough fill dirt around her meter and is a hazard.

DISCUSSION: GM Gowan indicated that field staff had removed the meter to flush that section of the system, and replaced the meter. It had been discovered that the shut-off valve (at meter) was inoperable, and would need to be repaired/replaced.

ACTION: The Board instructed GM Gowan to immediately evaluate any safety concern, and also to verify the main line size/location, and determine if the line should be replaced or relocated.

9. Shareholder Priscilla Richardson submitted a public comment card regarding the water meter charge, and asked how long she must pay for the water meter.

DISCUSSION: Director Dahlstrom explained that the charge is not for the meter itself, but a service charge for water availability, meaning a charge for providing water to the property, and that this charge covers the installation and maintenance of system infrastructure.

ACTION: None

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)
6. POLICIES & PROCEDURES

The Board of Directors were given draft copies of the Rules & Regulations and the By-Laws.

7. BOARD OF DIRECTORS SHARE TOTALS

DISCUSSION: Director Dahlstrom explained why Director Albright did not have shares on APN numbers 0342-171-31-0000 and 0342-171-32-0000 totaling 13,167 square feet. Director Dahlstrom stated that the Company has a horizontal well located on Upper Burnt Mill. At the time that Director Albright purchased the property, shares were not available for those parcels because the lots are in the sphere of influence of the well. Director Dahlstrom stated that there is 150 feet zone of influence on the horizontal well, and that the Company would lose use of the well if someone were to put a septic disposal within this zone. Therefore, the Company did not require share purchase on these lots.

NEW BUSINESS

ITEM 1: APPROVE CANCELLATION OF WATER SHARES FOR THE FOLLOWING ACCOUNTS: 6-267, 12-412, 99-1586, 99-5712, 99-6442, AND 99-9598.

DISCUSSION: The cancellations of shares to each account (as listed) were reviewed by the Board.

MOTION: Director Steiner made a motion to approve the cancellation of water shares on Accounts: 6-267, 12-412, 99-1586, 99-5712, 99-6442, 99-9598. A second was made by Director Hartman.

ACTION: Motion carried unanimously, water share cancellations were signed.

ITEM 2: APPROVE THE PAYMENT OF THE CSA 18 FUEL INVOICE

DISCUSSION: The CSA 18 fuel invoice was reviewed by the Board.

MOTION: Director Steiner made a motion to approve the payment of the CSA 18 fuel invoice. A second was made by Director Pederson.

ACTION: Motion carried unanimously. The approval for payment was signed.

ITEM 3: MODIFY THE FORMAT OF THE MEETINGS

DISCUSSION: There was discussion regarding changing the format of the meeting to include 1 hour of public comment and then adjourn to executive session.

MOTION: Director Steiner made a motion to modify the board meeting format to include 1 hour of public comment and then adjourn to executive session, not to exceed the October 20, 2011 meeting. Director Hartman seconded the motion.

ACTION: Motion carried unanimously.

MEETING SCHEDULE

The next Regular Board of Directors Meeting for Cedarpines Park Mutual Water Company is scheduled for Thursday May 19, 2011 at 7:00 PM. This meeting will be held at the Crestline Village Water District Board Room, 777 Cottonwood Drive, Crestline, CA 92325.

ADJOURNMENT

MOTION: Director Albright made a motion to adjourn the March 17th, 2011 Regular 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 9:53 P.M.

Approved as Amended:  Date: 8/18/11
Perry Dahlstrom, President

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