

**North Edwards Water District  
General Meeting  
March 15, 2021  
MINUTES**

PLACE: 13525 Farn Street

North Edwards, CA

TIME: 5:00 PM

ZOOM ID: 923 7057 2890

PASSWORD: 151368

For Public Viewing or Comment

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**ATTENDEES**

Directors

Gary Westmorland, President  
Michael Fowlkes, Director  
Tanay Colon, Director  
Shelley Thurman, Director

Administrator

Dan DeMoss, Administrator  
Ruby Brungess, Executive Assistant  
to the Administrator

Staff

Shelia Phelan, Secretary  
Jim Allen, Operator

Public

None

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 Blue indicates actions needed to be taken.       Red indicates motion was made.

**1. CALL TO ORDER**

Meeting called to order at 5:15 PM by President Gary Westmoreland.

**2. PLEDGE OF ALLEGIANCE**

**3. DIRECTORS' ROLL CALL:**

Directors Present

Gary Westmorland, President  
Michael Fowlkes, Director  
Tanay Colon, Director  
Shelley Thurman, Director

**4. PUBLIC TIME:**

No public present.

**5. CONSENT AGENDA:**

**A. ADOPTION OF MINUTES:**

Minutes for the following meetings were not available for review.

Regular Meetings Scheduled

November 16, 2021

December 21, 2020

January 18, 2021

February 22, 2021

**B. CHECKS APPROVAL:**

No comment.

**6. PRELIMINARY BUDGET:**

The draft P&L was presented based on the information received to date. The board agreed that this looked correct. At this time, it appears the NEWD is operating at a loss. The information is already in QuickBooks, but the information is not reconciled. [Joyce, of California Rural Water Association, will work with Shelia on exporting this information.](#)

**7. NEWD TAX FORMS:**

Forms were signed for submission.

**8. LAGERLOF LLP AGREEMENT FOR ATTORNEY SERVICES:**

[Director Fowlkes motioned to approve Lagerlof LLP attorney agreement and was seconded by Director Westmorland. Unanimously carried.](#)

**9. NEWD AVEK TURNOUT GRANT OF EASEMENT:**

NEWD AVEK Turnout Grant of Easement was reviewed and approved by Jim Ciampa, Esq. of Lagerlof LLP.

[Director Tanay motioned to approve the NEWD Turnout Grant of Easement and was seconded by Director Thurman. Unanimously carried.](#)

**10. MARCH 2021 NEWD NOTICE OF EXEMPTION - NEWD TO AVEK INTERTIE:**

[Director Westmorland motioned to approve the March 2021 Notice of Exemption – NEWD to AVEK Intertie and was seconded by Director Tanay. Unanimously carried.](#)

**11. AUTHORIZING RESOLUTION/ORDINANCE NO. 01-21 SRF APPLICATION - NEWD TO AVEK INTERTIE:**

[Director Fowlkes motioned to approve Authorizing Resolution/Ordinance No. 01-21 SRF Application – NEWD to AVEK Intertie with any changes needing to be approved by board. Motion was seconded by Director Tanay Unanimously carried.](#)

**12. AVEK TURNOUT SERVICE AGREEMENT:**

The state is currently drafting the report for consolidation which will be ready in three to five months. The board decided to approve the agreement as it was presented with any changes needing to be approved by the board.

Director Fowlkes motioned to approve the AVEK Turnout Service Agreement with any changes needing to be approved by the board. Motion was seconded by Director Westmorland. Unanimously carried.

**13. MAINTENANCE & DISTRIBUTION REPORT:**

Jim Allen will draft a report and proposal for a valve and lift to do repairs to the tank. Report should be ready next week.

Director Fowlkes motioned to allow Jim Allen to acquire a valve and lift to do repairs to the tank and be reimbursed by NEWD and was seconded by Director Westmorland. Unanimously carried.

**14. BOARD OF DIRECTOR TRAINING:**

The board asked what the required training specifically required. The board will be reimbursed for any required training. Administrator DeMoss will check for clarification and get back to the board with clarification.

**15. BOARD OF DIRECTORS 700 FORMS.**

The 700 forms have been completed and sent in. The board may appoint someone to fill the vacant seat for the remainder of the term. An appointment would be for two years and an election would be for four years. All vacancies must be filled.

**16. BOARD MEMBERS:** Monthly board members checks will be distributed to members at the meeting.

**17. OLD BUSINESS**

Bottle Water Service

The board inquired as to why Self-help was asking for individuals' income. Administrator DeMoss will follow up for clarification.

**18. ADJOURNMENT**

Director Fowlkes motioned to adjourn and was seconded by Director Thurman. Unanimously carried.