

**Crestline Sanitation District  
Board of Directors Regular Meeting Minutes  
P.O. Box 3395  
Crestline, CA 92325-3395  
(909) 338- 1751**

**Date/Time:** April 9, 2020 – 3:00 p.m.  
**Place:** Crestline Sanitation District Office  
24516 Lake Drive, Crestline, CA 92325

**SPECIAL NOTICE OF TELECONFERENCE ACCESSIBILITY**

**Pursuant to the provisions of Executive Order N-29-20 issued by Governor Newsom in response to the COVID-19 outbreak, and as a precaution to our Board of Directors, District staff, and general public, Crestline Sanitation District will hold this meeting of its Board of Directors both in-person and via teleconference. The public may participate in the meeting by physical attendance or by teleconference as follows:**

***Dial in conference line (302)202-1110 – Conference code 751975***

**Call to Order**

The meeting was called to order at 3:00 p.m. by Chairman Philippe and was proceeded by the Pledge of Allegiance.

**Board of Directors Present:**

Ken Nelsen, Director  
Sherri Fairbanks, Director

**Board of Directors Present via Zoom Video:**

Matthew Philippe, Chairman  
Penny Shubnell, Vice Chairwoman (3:05 p.m.)

**Board of Directors Present via Zoom Audio:**

Jack Winsten, Director (3:10 p.m.)

**Crestline Sanitation District Employees Present:**

Rick Dever, General Manager  
Ron Scriven, Operations Manager  
Dawn Grantham, Fiscal Asst., Recording Secretary

**Others Present via Zoom Video:**

Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy

### **Approval of Agenda**

Director Fairbanks motioned to approve the Agenda. Director Nelsen seconded.

AYES: Chairman Philippe, Director Nelsen, Director Fairbanks

NOES: None ABSTAIN: None

ABSENT: Vice Chairwoman Shubnell, Director Winsten

### **Public Comment\***

None

### **Approval of Consent Calendar\***

Director Nelsen motioned to approve the Agenda. Director Fairbanks seconded.

AYES: Chairman Philippe, Director Nelsen, Director Fairbanks

NOES: None ABSTAIN: None

ABSENT: Vice Chairwoman Shubnell, Director Winsten

### **New Business**

**Item 3** – Concerning the ballot for a Regular Special District Member for the San Bernardino County Local Agency Formation Committed (LAFCO), the Board of Directors moved to follow the recommendation of the General Manager and nominate Kimberly Cox.

AYES: Chairman Philippe, Director Nelsen, Director Fairbanks, Director Winsten

NOES: None ABSTAIN: None

ABSENT: Vice Chairwoman Shubnell

**Item 4** – Regarding Resolution No. 066, temporarily suspending the imposition of penalties due to COVID-19, the Board unanimously agreed to follow the recommendation by the General Manager. Penalties will be suspended until January 1, 2021, at which time the Board will revisit the resolution.

AYES: Chairman Philippe, Director Nelsen, Director Fairbanks

Vice Chairwoman Shubnell, Director Winsten

NOES: None ABSTAIN: None ABSENT: None

### **Financial Consultant Report**

**Item 5** – March 2020 financials were presented by management along with the quarterly investment report.

### **Legal Counsel Report**

**Item 6** – Steve Kennedy, District Legal Counsel, thanked Staff for making the Zoom arrangements as everyone is trying to navigate, as well as the Board for their flexibility. He also answered a previous question by a Director in regards to SB929, stating that the District is in compliance, having contacts on the website. Director Fairbanks asked if he knew of any changes to the Registrar Office pertaining to this years elections, he said he has not heard of any statutory changes.

### **General Manager Report**

**Item 7** - Report was presented by General Manager Dever.

### **Directors Comments**

\*Director Winsten was happy with the meeting structure, noting he has been staying indoors.

\*Vice Chairwoman noted she has been working with the senior center to get food distribution out to the seniors. She also mentioned to be careful with the scams, for example the Sheriff's department calling and asking for donations.

\*Chairman Philippe thanked Staff for the Zoom system, works better than conferencing by phone.

\*Director Nelsen agreed with all comments and how the Staff was doing, Ron Scriven noted that no one has gotten sick and are in good spirits.

\*Director Fairbanks thanked Staff for continuing to do a great job under these difficult times and coming to work.

### **Future Meetings**

Budget Workshop – April 29, 2020 at 10:00 a.m.

Regular Meeting – May 14, 2020 at 3:00 p.m.

### **Future Agenda Items**

Fiscal Year 2020-21 Budget

Discussion - Farm Management Plan

Discussion - Flow Meters

### **Adjournment**

Meeting adjourned 3:41 p.m.

APPROVE: Matthew L. Dever DATE: 5/14/20

ATTEST: Ken Nelsen DATE: 5-14-2020