

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

**Date/Time:** April 11, 2019 – 3:00 p.m.

**Place:** Crestline Sanitation District Office  
24516 Lake Drive, Crestline, CA 92325

**Board of Directors Present:**

Ken Nelsen, Director  
Sherri Fairbanks, Director  
Jack Winsten, Director

**Board of Directors Present via teleconference Pursuant to Gov't Code 54953(b)**  
Matthew Philippe, Chairman

**Board of Directors Absent:**

Penny Shubnell, Vice Chairwoman

**Crestline Sanitation District Employees Present:**

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

**Others Present:**

Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy  
Brad Welebir, Financial Consultant; R.A.M.S.

**Call to Order**

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

**\*ALL VOTES WERE COLLECTED BY ROLL CALL**

**Approval of Agenda**

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

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

NOES: None    ABSTAIN: None    ABSENT: Vice Chairwoman Shubnell

**Public Comment\***

None

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

#### **\*Approval of Minutes for March 14, 2019 Meeting**

Director Winsten motioned to approve the minutes. Director Fairbanks seconded.

AYES: Chairman Philippe, Director Fairbanks, Director Winsten

NOES: None ABSTAIN: Director Nelsen ABSENT: Vice Chairwoman Shubnell

#### **\*Approval of Disbursement List for March 2019**

AYES: Chairman Philippe, Director Nelsen,

Director Fairbanks, Director Winsten

NOES: None ABSTAIN: None ABSENT: Vice Chairwoman Shubnell

### **New Business**

**Item 3** – General Manager Dever explained the need for the CEQA Plus for the possible SRF loan. He also explained that the cost was relatively lower to have Jericho Systems perform the engineering. Director Winsten motioned to follow the General Manager’s recommendation and assign Jericho Systems to perform the CEQA Plus Clearance.

AYES: Chairman Philippe, Director Nelsen,

Director Fairbanks, Director Winsten

NOES: None ABSTAIN: None ABSENT: Vice Chairwoman Shubnell

**Item 4** – A draft Budget was presented to the Board. It was noted that since the District is still working on the Master Plan CIP funding they may not be included until after the new year. A budget workshop is planned for April 24, 2019 at 10:00 a.m. to further review the budget numbers.

### **Financial Consultant Report**

**Item 5** – March 2019 financials were presented by Brad Welebir.

### **Legal Counsel Report**

**Item 6** – None

### **General Manager Report**

**Item 7** - Report was presented by General Manager Dever. He noted that a spill had occurred, but was a private lateral, at the Lake Gregory snack bar and the District assisted in clean up, repairs, and lab testing. An update on the flows for the rain events was presented by Ron Scriven.

Grant Research Committee (Ad Hoc)

**Item 8** - None

### **Directors Comments**

\*Director Fairbanks agreed with Director Nelsen’s comment that the it shows the District works with the community. (Referencing the spill)

\*Director Winsten stated that although he’s happy about the rain he’s also glad it is over.

\*Chairman Philippe thanked Staff for minimizing spills since there was a great amount of rain.

\*Director Nelsen noted that Staff had done an exceptional job at the Lake Gregory snack bar, and it shows that the District is here to work with the community.

**Closed Session**

The Board, Management and Legal Counsel recessed to closed session at 3:40 p.m. and returned to open session at 5:15 p.m. Legal Counsel stated no reportable actions were taken in closed session.

**New Business (cont'd)**

**Item 9** – Director Nelsen noted, with regards to the General Manager employment agreement, that during closed session the Board came to an agreement, the Board is recommending due to Mr. Dever meeting his conditions for employment given to him over the last year that his salary is being adjusted to \$155,000.00 a year. This reflects both a merit increase and a cost of living adjustment of 2%. Legal Counsel Kennedy stated that additionally the Board has discussed in closed session is other terms including a 5 year term of the agreement in Section 1(a), an 18 month severance provision in Section 4(d), and a 6 month severance provision in 4(f). Director Winsten made the motion to approve the employment agreement, seconded by Director Fairbanks.

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

NOES: None ABSTAIN: None ABSENT: Vice Chairwoman Shubnell

**Future Meetings**

Budget Workshop – April 24, 2019 at 10:00 a.m.


Regular Meeting – May 9, 2019 at 3:00 p.m.


**Future Business**

2019/20 FY Budget

**Adjournment**

Meeting adjourned 5:21 p.m.

APPROVE:  DATE: 5-9-19

ATTEST:  DATE: 5-9-19