

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

**Date/Time:** May 10, 2018 – 3:00 p.m.

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

**Board of Directors Present:**

Matthew Philippe, Chairman  
Ken Nelsen, Director  
Sherri Fairbanks, Director  
Jack Winsten, Director

**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 3:02 p.m. by Chairman Philippe and was proceeded by the Pledge of Allegiance.

**Approval of Agenda**

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

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

NOES: None ABSTAIN: None

ABSENT: Vice Chairwoman Shubnell

**Public Comment\*** None

*\*Comments made by members of the public are representative of their views and opinions only. Claims and assertions made during Public Comment are accepted without regard to accuracy and are accepted in accordance with Public Comment rules as outlined in state law. Statements made by the public during Crestline Sanitation District Board of Directors meetings do not necessarily reflect the views or opinions of individual Board of Directors or the council as a whole*

### **Approval of Consent Calendar**

Director Nelsen motioned to approve the Consent Calendar, seconded by Director Fairbanks.

AYES: Chairman Philippe, Director Nelsen,  
Director Fairbanks, Director Winsten  
NOES: None ABSTAIN: None  
ABSENT: Vice Chairwoman Shubnell

### **New Business**

*Item 3* – Fiscal year 2018-19 Budget was presented to the Board for approval. Per recommendation from Legal Counsel Kennedy, the Appropriation Limit will be adopted by Resolution in lieu of being adopted in the Budget. Director Nelsen motioned to approve the operational portion and cash funded CIP's portion of the Budget, with the Master Plan CIP's portion of the Budget pending the final Master Plan Update, set to be completed and possibly approved at the July 12, 2018 meeting. Director Fairbanks seconded the motion with the changes.

AYES: Chairman Philippe, Director Nelsen,  
Director Fairbanks, Director Winsten  
NOES: None ABSTAIN: None  
ABSENT: Vice Chairwoman Shubnell

### **Financial Consultant Report**

*Item 4* – Financials were presented to the Board.

### **Legal Counsel Report**

*Item 5* – None

### **General Manager Report**

*Item 6* - Report was presented by General Manager Dever and a PowerPoint by Operations Manager Scriven. Scriven noted he had done a presentation at Valley of Enchantment Elementary School during their science fair.

### **Directors Comments**

- \*Director Winsten stated that he was impressed with Staff working well together in the last eight years since the District became independent.
- \*Chairman Philippe noted he was very pleased with being able to finalize the operational budget in May.
- \*Director Nelsen thanked Ron Scriven for attending the science fair and Staff for all of the District's safety programs.
- \*Director Fairbanks commended Staff for a great job on the budget. She also noted CalFire has a Grant Program and gave General Manager Dever the information.

**Closed Session**

The Board, Management and Legal Counsel recessed to closed session at 3:40 p.m. and returned to open session at 4:40 p.m. with reportable action. Legal Counsel Kennedy announced “the Board of Directors met in closed session to evaluate the General Manager’s performance. Following that evaluation, the General Manager vacated the closed session and the Directors move on to the second item of the closed session. As a result of those negotiations, the General Manager’s contract has been revised to reflect a performance increase in salary of 10% as well as a cost of living increase of 2%, which will result in a new base salary of \$141,372.00, retro active to the anniversary date of his employment agreement which is April 1, 2018. The decision was unanimous with Director Shubnell absent. No other action was taken.”

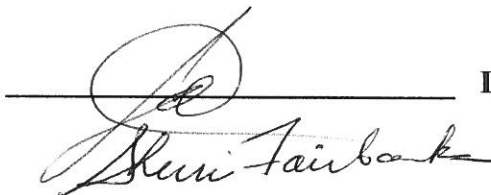
**Future Meetings**

Regular Meeting – June 14, 2018 at 3:00 p.m.

**Adjournment**

Meeting adjourned 5:00 p.m.

APPROVE:  DATE: 6-14-18

ATTEST:  DATE: 6/14/18  
6/14/18