

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

**Date/Time:** December 8, 2016 – 3:00 p.m.

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

**Board of Directors Present:**

Matthew Philippe, Chairman (*via teleconference*)  
Penny Shubnell, Vice Chairman  
Ken Nelsen, Director  
Sherri Fairbanks, Director

**Board of Directors Absent:**

Jack Winsten, Director

**Crestline Sanitation District Employees Present:**

Mark Pattison, General Manager  
Rick Dever, Operations Manager  
Dawn Grantham, Accountant/Bookkeeper, Recording Secretary  
Ron Scriven, Operator III  
Jordan Dietz, Electro-Mechanical Specialist

**Others Present:**

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

**Call to Order**

The meeting was called to order at 3:03 p.m. by Vice Chairman Shubnell and was proceeded by the Pledge of Allegiance.

**Approval of Agenda**

Director Fairbanks motioned to approve the Agenda, seconded by Director Nelsen

AYES: Chairman Philippe, Vice Chairman Shubnell,  
Director Nelsen, Director Fairbanks,

NOES: None

ABSENT: Director Winsten

ABSTAIN: None

**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 Agenda, seconded by Director Fairbanks

AYES: Chairman Philippe, Vice Chairman Shubnell,  
Director Nelsen, Director Fairbanks,

NOES: None

ABSENT: Director Winsten

ABSTAIN: None

### **New Business**

*Item 3* – Concerning the discussion regarding security cameras, General Manager Pattison explained that the cameras are equipped with video and audio recording. The possible action was to either keep or disable the audio recording. Notice was given to Crest Forest MAC and Cedarpines Park Mutual Water Company, who use the main conference room for their meetings, and the District was informed that there were no concerns. After much discussion, with the main concern being the closed session discussions possibly being audio recorded, the Board of Directors approved to keep the security cameras with the audio recording disabled.

AYES: Chairman Philippe, Vice Chairman Shubnell,  
Director Nelsen, Director Fairbanks,

NOES: None

ABSENT: Director Winsten

ABSTAIN: None

*Item 4* – A presentation, including a PowerPoint, on the District's Integrated Water Reuse Plan was given by Phil Giori of Dudek Inc. The PowerPoint is intended to be a guide for alternative final discharge location. The Plan and PowerPoint are on the Districts' website in the Board Packet for 12/08/16 for interested parties

*Item 5* – The Board of Directors reviewed the Districts' Purchasing Policy and Procedures, Resolution 025. After the review, it was determined at this time no changes needed to be made.

*Item 6* – A discussion regarding the purchase of a portable trailer mounted pump was conducted. Operator III Ron Scriven was available for questions and concerns by the Directors. The pump is already included in the District's Capital Improvement Projects budget for fiscal year 2016/17. The new pump will be portable and is compatible with SCADA. Director Nelsen recommended approving the purchase of the Godwin Pump not to exceed \$37,000. Director Fairbanks seconded.

AYES: Chairman Philippe, Vice Chairman Shubnell,  
Director Nelsen, Director Fairbanks,

NOES: None

ABSENT: Director Winsten

ABSTAIN: None

*Item 7* – Legal Counsel Kennedy discussed Senate Bill 415, regarding the change to Statewide Election years from odd years to even years. The Board of Directors moved to have a Resolution prepared for the next regular meeting for further discussion and possible action.

