

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

**Date/Time:** February 16, 2016 – 2:30 p.m.  
**Place:** Crestline Sanitation District Office  
24516 Lake Drive  
Crestline, CA 92325

**Board of Directors Present:**

Matthew Philippe, Chairman  
Penny Shubnell, Vice Chairman  
Sherri Fairbanks, Director  
Ken Nelsen, Director

**Board of Directors Arrived Late:**

Jack Winsten, Director (2:55p.m.)

**Crestline Sanitation District Employees Present:**

Mark Pattison, General Manager  
Rick Dever, Operations Manager  
Dawn Grantham, Accountant/Bookkeeper, Recording Secretary

**Others Present:**

Wyatt Troxel; Troxel & Associates

**Call to Order**

The meeting was called to order at 2:33 p.m. by Chairman Philippe and was proceeded by the Pledge of Allegiance.

**Approval of Agenda**

Director Fairbanks made the motion to approve the Agenda.

Vice Chairman Shubnell seconded. The motion passed.

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

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*

**New Business**

*Item 1-* The Board of Directors unanimously voted to nominate Steven Farrell, Board Director at Crestline Village Water District, for the position of Regular Special District Member on the Local Agency Formation Commission (LAFCO).

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

NOES: None

ABSENT: None

ABSTAIN: None

**Master Plan Workshop**

Wyatt Troxel presented a PowerPoint Presentation on the basic elements and processes of creating a Master Plan for the District. He stated a Master Plan update normally takes eighteen to twenty-four months. Chairman Philippe stated a review of the Districts' Strategic Plan is needed; the date for a meeting will be discussed and set at the next regular Meeting of the Board.

**Future Meetings**

Regular Meeting of the Board March 10, 2016 at 3:00 p.m.

A Strategic Plan Workshop will be scheduled for late March/early April

**Future Agenda Items**

Sliplining (Sancon Technologies)

(Chairman Philippe left at 4:02 p.m.)

**Adjournment**

Director Fairbanks motioned to adjourn, with a second by Director Nelsen. Meeting adjourned 4:15 p.m.

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

NOES: None

ABSENT: Chairman Philippe

ABSTAIN: None

**APPROVE:**

 DATE: 3/10/16

**ATTEST:**

 DATE: 3-10-16