

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

Date/Time: November 12, 2015 – 3:00 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

Board of Directors Arrived Late:

Ken Nelsen, Director (3:15 p.m.)

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

Others Present:

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

Call to Order

The meeting was called to order at 3:04 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: Vice Chairman Shubnell, Director Fairbanks, Director Nelsen

NOES: None

ABSENT: Chairman Philippe, 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

Chairman Philippe called for a motion to approve the consent calendar. Vice Chairman motioned, with a second by Director Fairbanks.

AYES: Vice Chairman Shubnell, Director Fairbanks, Director Nelsen

NOES: None

ABSENT: Chairman Philippe, Director Winsten

ABSTAIN: None

New Business

Item 3 - Regarding Resolution 036, A recommendation by General Manager Pattison to award a sole source contract to Apple Valley Construction to assist in the construction portion of the District's Effluent Outfall Condition Assessment was approved. Director Fairbanks motioned to adopt Resolution 036 and award the contract to Apple Valley Construction, seconded by Vice Chairman Shubnell.

AYES: Vice Chairman Shubnell, Director Fairbanks, Director Nelsen

NOES: None

ABSENT: Chairman Philippe, Director Winsten

ABSTAIN: None

Item 4 - Regarding Resolution 037, Legal Counsel Kennedy stated there is a need for a claim form and since the District became independent it had not adopted one. A claim form will give the Board of Directors the opportunity to accept, object, or compromise any claims directed towards the District. Resolution 037 will supersede any prior claim forms. Changes to the draft claim form were requested by the Directors, such as removing request for social security number and mailing address. Director Nelsen motioned to adopt Resolution 037 with the pending changes to the draft claim form. Director Fairbanks seconded.

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

NOES: None

ABSENT: Director Winsten

ABSTAIN: None

Financial Consultant Report

Financials were presented by Financial Consultant Waller. Director Nelsen motioned to approve the financials, seconded by Director Fairbanks. Motion passed 4-0-1

Legal Counsel Report

No additional reports

General Manager Report

Report was presented by General Manager Pattison

Engineering Committee Report (Ad Hoc)

None

Correspondence

LAFCO - Presentation of the Preliminary Feasibility Study for Rim of the World Incorporation

Future Meetings

Regular Meeting of the Board December 10, 2015 at 3:00 p.m.

Directors Comments

Vice Chairman Shubnell stated she had a nice vacation.

Chairman Philippe noted he was happy with the financials and anxious to begin the test on the Outfall Line.

Director Nelsen mentioned in regards to the Outfall Line “so far, so good”.

Director Fairbanks inquired about the Certificates of Appointment in Lieu of Election, which should be arriving in November 2015.

Adjournment

Chairman Philippe called for a motion to adjourn. Director Fairbanks motioned, with a second by Vice Chairman Shubnell. Meeting adjourned 4:00 p.m.

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

NOES: None

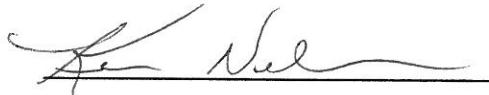
ABSENT: Director Winsten

ABSTAIN: None

APPROVE:

 **DATE:** 12/10/15

ATTEST:

 **DATE:** 12-10-15