

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

**Date/Time: August 13, 2015 – 3:00 p.m.**

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

**Board of Directors Present:**

Penny Shubnell, Vice Chairman  
Sherri Fairbanks, Director  
Jack Winsten, Director

**Board of Directors Absent:**

Matthew Philippe, Chairman  
Ken Nelsen, 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 3:02 p.m. by Vice Chairman Shubnell and was proceeded by the Pledge of Allegiance.

**Approval of Agenda\***

\* prior to approval of the agenda, General Manager Pattison requested to modify the agenda and move the Manager's Report ahead of Item 5.

Vice Chairman Shubnell called for a motion to approve the agenda with the requested modification. Director Winsten made the motion to approve the Agenda.

Director Fairbanks seconded. The motion passed.

AYES: Vice Chairman Shubnell, Director Fairbanks, Director Winsten

NOES: None

ABSENT: Chairman Philippe, Director Nelsen

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**

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

AYES: Vice Chairman Shubnell, Director Fairbanks, Director Winsten

NOES: None

ABSENT: Chairman Philippe, Director Nelsen

ABSTAIN: None

### **New Business**

*Item 3 - In regards to the Correspondence from Registrar of Voters Office concerning Board Elections for 2017, The Board of Directors directed General Manager Pattison to present a Resolution to adopt the all-mailed ballot procedure at the next regular Meeting of the Board on September 10, 2015.*

*Item 4 - In regards to Discussion and Possible Action for Formation of Committees, a notice from Legal Counsel Kennedy was presented to the Board. Discussed was the time length of the Ad-Hoc and Standing Committee Groups. The Directors chose to table any action for the Regular Meeting of the Board on September 10, 2015 to included Chairman Philippe and Director Nelsen.*

*Item 8\* - As noted in the approval of the Agenda, General Manager Pattison gave his Manager's Report. He stated he will be inviting Dudek Engineering for the meeting on September 10, 2015 to present an update on the Effluent Management Plan. He also stated the District Staff has discussed dates for Public Workshops, they will be held on Saturday, September 12 from 1:00 p.m. to 4:00 p.m. and Saturday, September 26 from 9 a.m. to 12:00 p.m.*

*Item 5 - Regarding the Draft Notice for the Proposed Sewer Rate Increase, The Draft Notice was presented to the Board. With a few changes requested by the Directors and Legal Counsel the Notice will be mailed out no later than August 18, 2015. Director Winsten noted that a Public Hearing will take place on October 5, 2015 (45 days from the date of mailing of the Proposed Rate Increase Notice). Vice Chairman Shubnell motioned to approve the amended Notice and mailing of said. Director Fairbanks seconded.*

AYES: Vice Chairman Shubnell, Director Fairbanks, Director Winsten

NOES: None

ABSENT: Chairman Philippe, Director Nelsen

ABSTAIN: None

### **Financial Consultant Report**

The financial reports for July 2015 were presented.

Director Winsten motioned to accept the financials as presented, with a second by Director Fairbanks.

AYES: Vice Chairman Shubnell, Director Fairbanks, Director Winsten

NOES: None

ABSENT: Chairman Philippe, Director Nelsen

ABSTAIN: None

### **Legal Counsel Report**

Legal Counsel Kennedy noted he would be attending the Board Meeting on September 10, 2015 at 3:00 p.m. via teleconference.

**General Manager Report**

\*see before item 5

**Engineering Committee Report (Ad Hoc)**

None

**\*\*At 5:12 p.m. Director Winsten stated he had to leave the meeting, therefore by Operation of Law the Meeting adjourned.\*\***

**Future Meetings**

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

**Future Agenda Items**

Analysis of Investment Plan presented by Roy Grimes, Senior Vice President,  
Regional Market Manager, of California Bank & Trust  
Resolution No. 035 - Consolidated General Election  
Formation of Committees  
Effluent Management update

**APPROVE:**

Benny J. Stutts      **DATE:** 9-10-15

**ATTEST:**

[Signature]      **DATE:** 9/10/15