

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

Date/Time: September 12, 2013 – 3:00 p.m.

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

Board of Directors Present:

Penny Shubnell, Vice Chairman
Sheri Fairbanks, Director
Jack Winsten, Director
Ken Nelsen, Secretary

Board Of Directors Arrived Late:

Matthew Philippe, Chairman

Crestline Sanitation District Employees Present:

Mark Pattison, General Manager
Rick Dever, Operations Manager

Others Present:

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

Call to Order

The meeting was called to order at 3:00 p.m. by Vice Chairman Shubnell

Approval of Agenda

Director Fairbanks motioned to approve the agenda.
Secretary Nelsen seconded, passing with a vote of 4-0.

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Public Comment*

There were no Public Comments.

**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*

Consent Calendar

A motion to approve the Districts Consent Calendar by Director Fairbanks was seconded by Secretary Nelsen, Passing 4-0

New Business

- *Item 3* – An Ad Hoc Committee (Engineering) will meet
- *Item 4* – In regards to the purchase of a Hydro-Truck for the District, General Manager Mark Pattison called upon Maintenance Worker III Forrest Skiver to explain the need and cost. Forrest explained that after a three bid quote 3T Equipment carried exactly what the District needed and at the best price. Financial Consultant Waller told the Board that the purchase was included in this Fiscal Year Budget. Secretary Nelsen motioned to approve the purchase, not to exceed \$194,475.00 plus tax, Director Winsten seconded, vote passing 4-0
- *Item 5* – In regards to initiate a Preliminary Title Report, General Manager Mark Pattison explained he is working with Troxel and associates to see how much land the District owns, the cost for this Report would be approximately \$7000.00. Director Winsten motioned a approve the expenditure, Secretary Nelsen seconded, passing with a vote of 5-0
- *Item 6* – Regarding payment to Humphrey Constructors for Modifications to Forest Shade Lift Station in the amount of \$73,414.17, Director Winsten motioned to approve the payment and Vice Chairman Shubnell seconded, passing with a vote of 5-0
- *Item 7* – General Manager Pattison discussed the Bi-Annual Maintenance of the Huston Creek Treatment Plants Belt Press. Secretary Nelsen motioned to approve the cost not to exceed \$7,200.00 and Director Winsten seconded, approved 5-0

Closed Session

The Board of Directors adjourned to closed session at 3:20 p.m. and reconvened at 4:18 p.m.

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Announcement of Closed Session Items

No actions were taken.

Reports

- An office generated Financial Report was included in the Packet
- General Manager Pattison presented the Managers Report for August 2013
- No Legal Counsel Report was given

Directors Comments

Secretary Nelsen asked GM Pattison how much grit was removed at the Seeley Creek Plant, he responded about 55 gallons.

Director Fairbanks stated she had received a notice from SBCera reporting a 15% increase on investments.

Vice Chairman Shubnell thanked CSD employees, Forrest Skiver and Jordan Dietz, for explaining certain items pertaining to CSD.

Director Winsten stated his appreciation to those employees as well.

Chairman Philippe stated the Ad Hoc (Engineering) Committee would meet sometime next week.

Future Meetings

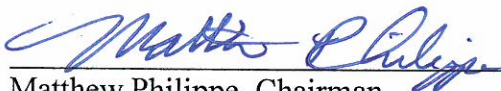
10/02/2013 at 9:00 a.m. – Strategic Plan update with Board of Directors and CSD employees

10/10/2013 at 3:00 p.m. – Regular Meeting of the Board of Directors

Adjournment

Vice Chairman motioned to adjourn, Director Fairbanks seconded, Chairman Philippe called for a vote. The motion passed with a vote of 5-0. Meeting adjourned at 4:38 p.m.

APPROVE:

 **Date:** 10/10/13
Matthew Philippe, Chairman

ATTEST:

 **Date:** 10-10-13
Ken Nelsen, Secretary