

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

Date/Time: January 17, 2013 - 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
Ken Nelsen, Secretary
Sherri Fairbanks, Director
Jack Winston, Director

Crestline Sanitation District Employees Present:

Mark Pattison, Interim General Manager

Others Present:

Steven Kennedy, Legal Counsel, Brunick, McElhaney, Beckett & Kennedy
Wyatt Troxel, WL Troxel Associates
Mike Harris, Courier News
Gail Fry, Alpenhorn News

Call to Order

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

Agenda

Chairman Philippe motioned to approve the agenda. Motion passed 5-0.

Public Comments

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

Chairman Philippe motioned to approve the consent calendar. Motion passed 5-0.

New Business

- **Item number 3** in regards to discussion and possible action regarding the Board Policies Manual Table of Contents; Vice Chairman Shubnell presented the draft Table of Contents. Vice Chairman Shubnell and Director Winston worked together on the Table of Contents. The Board of Directors accepted the Table of Contents as a draft, pending the Policy Manual. No action was taken at this time.
- **Item number 4** in regards to the discussion and possible action regarding the Crestline Sanitation Personnel Manual; Chairman Philippe discussed the pending Personnel Manual, believes a “meet & confer” with International Brotherhood of Electrical Workers, the union representative for the employees of Crestline Sanitation District is necessary. Legal Counsel Kennedy agrees there should be at least one “meet & confer”. Chairman Philippe recommends a Workshop with Interim General Manager Pattison and Legal Counsel Brunick to further review the Manual.

Old Business

- **Item number 5** in regards to discussion and possible action regarding for the Sunshine Ordinance No. 2011-2; A revised ordinance was reviewed including the changes for the hours for Board Meetings. Every 2nd Regular Board of Directors Meeting will take place on the second Thursday at 4:30p.m. Director Winston motions to approve the ordinance. Motion passed 5-0. The Resolution adoption will be effective January 17, 2013.
- **Item number 6** in regards to discussion and possible action regarding Resolution No. 010, amending the District Purchasing Policy and Procedures; Chairman Philippe discussed the Policy with a with a date change and new Resolution No. 025. Secretary Nelsen moves to adopt, vote passed 5-0.

Reports

- Financial Consultant Report will be presented quarterly
- No Committee Reports at this time
- Interim General Manager gave a summary of the General Manager Report
- Legal Counsel Report was presented by Legal Counsel Kennedy stating the new Government Code for Significant Exposure to Litigation Pursuant is 54956.9(d2)

The Board of Directors adjourned to Closed Session at 3:55 and returned to Open Session at 5:10p.m.

Announcement of Closed Session Items

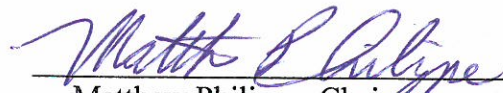
No announcements of Closed Session items were made.

Future Agenda Items

A Special Meeting will take place on February 14, 2013 at 3:30p.m. at The Forest Shade Lift Station to review the new generator located at 536 Forest Shade Rd, Crestline

A Regular Board Meeting will be held on February 14, 2013 at 4:30p.m. in The Meeting Room at Crestline Sanitation District main office.

Chairman Philippe motioned for a vote to adjourn. Director Fairbanks seconded. The Vote passed with a vote of 5-0. Meeting adjourned at 5:12 p.m.

 Date: 2/14/13
Matthew Philippe, Chairman

ATTEST:

 Date: 2-14-13
Ken Nelsen, Secretary