

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

Date/Time: January 13, 2011 - 3:00 p.m.
Place: Crestline Sanitation District Office
24516 Lake Drive
Crestline, CA 92325

Board of Directors Present:
Penny Shubnell, Vice Chairman
Ken Nelsen, Secretary
Sherri Fairbanks
Jack Winsten

Board of Directors Absent:
Matthew Philippe, Chairman

Crestline Sanitation District Employees Present:
Kathy Whalen
Mark Pattison
Terri Elwess

Others Present:
Steven Kennedy, Legal Counsel of Brunick, McElhaney & Beckett

Call to Order

The meeting was called to order at 3:03 p.m. by Penny Shubnell, Vice Chairman as Chairman Philippe was out of town, absent.

Approval of Agenda

Secretary Nelsen made a motion to accept the Agenda. Director Fairbanks seconded. Vice Chairman Shubnell called for a vote. Motion passed with a vote of 4-0.

Public Comment

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.

Public Comments:

No Public Comments were made.

Consent Calendar

Secretary Nelsen made a motion to accept the Consent Calendar. Director Fairbanks seconded. Vice Chairman Shubnell called for a vote. Motion passed with a vote of 4-0.

Discussions:**New Business****3. Discussion and Possible Action concerning Houston Creek & Seeley Creek Plants Salt Chlorination System**

District Manager, Kathy Whalen presented the Board with information and quotes from vendors for the Salt Chlorination Systems. Secretary Nelsen made a motion to purchase Salt Chlorination Generation units for the Houston Creek and Seeley Creek Plants from Process Solutions, Inc. (PSI). Director Winsten seconded. Vice Chairman Shubnell conducted open discussion on the subject. Vice Chairman Shubnell called for a vote. Motion passed with a vote of 4-0.

Old Business**4. Discussion and Possible Action concerning LAFCO – Service Review and Sphere of Influence Update**

District Manager, Kathy Whalen presented the Board with a copy of the letter sent to LAFCO requesting continuance of the Service Review and Sphere of Influence Update until the March 16, 2011 meeting. No action was taken.

Reports**5. Monthly Financial Review and Disbursement Approval**

No Monthly Financial Review was presented as no representative of R.A.M.S. was present at the meeting.

6. Committee Reports**a. Rules and Regulations Committee (ad hoc)**

Secretary Nelsen reported he and Director Winsten met with District Staff and discussed the Rules and Regulations. An electronic copy of the Rules and Regulations received from County of San Bernardino Special Districts with corrections to be reviewed was presented to the Board. Secretary Nelsen also recommended the District Manager be given direction to perform constituent testing on plant influent to determine treatment process efficiencies in an effort to set local limitation for discharges into the system.

7. District Manager Report

District Manager, Kathy Whalen reported the District Staff did a highly professional job dealing with the December storm events, monitoring the collection system and treatment plants around the clock throughout the duration of the storms. Local septic pump contractors supported staff. The meeting with State Department of Recreation and Parks (Cleghorn WWTP) is scheduled for January 18, 2011. The Las Flores Ranch contract has been received and will be signed and returned when Mr. Hutchings returns from vacation.

A meeting has been set for January 14, 2011 with Cal Fire Pilot Rock to discuss their agreement. A Special Meeting of the Board with California Bank & Trust Wealth Management Advisor will be set for January 31, 2011 at 11:00 a.m. to discuss investments.

The Board recommends a Resolution for the Crestline Sanitation District Employees recognizing them for their dedication and hard work during the December storms. This will be included in our Agenda at our next meeting on February 10, 2011. A letter will be sent to the local Pump Waste Contractors from the Board and Managers thanking them for their outstanding service during the December storms.

8. CPA Firm Report

No Report was presented as no representative of R.A.M.S. was present.

9. Legal Counsel Report

Legal Counsel, Steven Kennedy has nothing to report at this meeting.

Correspondence/Information

Director Fairbanks reported she attended the San Bernardino County Employees Retirement Association (SBCERA) Board Meeting. Contributions from the employees will be increasing this year.

Kathy Whalen, District Manager, announced the California Water Environment Association (CWEA) conference will be held in Ontario April 12-15, 2011.

Future Agenda Items

Vice Chairman Shubnell announced the next Regular Meeting will be on Thursday, February 10, 2011 at 3:00 p.m. Some of the topics to be discussed will be the Resolution for Crestline Sanitation District Employees, a Capital Improvement Projects list, and a savings report for the Salt Chlorination System. "Directors Comments" needs to be added back onto the Agenda.

Adjournment

Secretary Nelsen made a motion to adjourn. Director Winsten seconded. Vice Chairman Shubnell called for a vote. The Vote passed 4-0. Meeting adjourned at 4:12 p.m.

 Date: 2-10-11
Penny Shubnell, Vice Chairman

ATTEST:

 Date: 2-10-11
Ken Nelsen, Secretary