

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

Date/Time: December 9, 2010 - 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
Jack Winsten

Crestline Sanitation District Employees Present:

Kathy Whalen
Mark Pattison
Terri Elwess

Others Present:

Steven Kennedy, Legal Counsel of Brunick, McElhaney & Beckett
Phil Waller, CPA of R.A.M.S.

Call to Order

The meeting was called to order at 3:03 p.m.

Approval of Agenda

Director Fairbanks made a motion to accept the Agenda. Secretary Nelsen seconded. Chairman Philippe called for a vote. Motion passed with a vote of 5-0.

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

Director Winsten made a motion to accept the Consent Calendar. Chairman Matthew Philippe seconded. Chairman Philippe called for a vote. Motion passed with a vote of 5-0.

Discussions:

New Business

2. Discussion and Possible Action concerning Rancho Las Flores LLC Agreement

District Manager, Kathy Whalen presented the Board with a copy of the Rancho Las Flores LLC Agreement revised by Legal Counsel, Steven Kennedy with minor word changes. Secretary Nelsen made a motion to approve the Rancho Las Flores LLC Agreement as revised. Director Fairbanks seconded. Chairman Philippe conducted open discussion on the subject. District Manager, Kathy Whalen presented the Board with copies of the Updated Waste Discharge Requirements for Crestline Sanitation District. Chairman Philippe called for a vote. Motion passed with a vote of 5-0.

3. Discussion and Possible Action concerning LAFCO – Service Review and Sphere of Influence Update

District Manager, Kathy Whalen previously sent a letter to LAFCO requesting they extend the decision on the sphere of influence for Crest Forest as it does not include the Cleghorn Treatment Plant Crestline Sanitation District maintains for the State. Ms. Whalen presented the Board with a map showing all the plants are outside the sphere of influence. A one month extension was granted from LAFCO. Chairman Philippe conducted open discussion about the subject. An ad hoc committee was formed consisting of Chairman Philippe and Director Fairbanks. A meeting will be scheduled with LAFCO and left on Agenda to discuss at future meetings.

4. Monthly Financial Review and Disbursement Approval

CPA, Phil Waller presented the Board with the Monthly Financial Review stating some of the information is incomplete due to the County of San Bernardino transfer of funds. Disbursement Lists were presented to the Board for the months of October and November 2010. A motion was made by Director Winsten to approve the Disbursements Lists as presented and for future meetings to add Disbursement Lists to the Consent Calendar for receipt of file. Secretary Nelsen seconded. Chairman Philippe called for a vote. Motion passed with a vote of 5-0.

Reports

5. Committee Reports

a. Rules and Regulations Committee (ad hoc)

Director Winsten reported they have gone over the Rules and Regulations and will be meeting with staff to discuss clarification next week. A draft copy will be distributed before the next Board meeting.

6. District Manager Report

District Manager, Kathy Whalen reported on all Treatment Plants and maintenance in the District. Projects requested are to start moving forward with the Houston Creek and Seeley Creek Plants replacement of the chlorine systems to salt chlorination systems. Chairman

Philippe conducted an open discussion on the subject. These projects will be added to the Agenda for discussion and approval at our next meeting. The meeting with the State Department of Recreation and Parks (Cleghorn WWTP) is scheduled for January 2011. California Bank & Trust Wealth Management Department is interested in meeting with Crestline Sanitation District to discuss investment options.

7. CPA Firm Report

CPA, Phil Waller reported the computer software for the financials is still not reporting all that is needed. The County of San Bernardino is still working on the pooled equipment list. All W-4 Forms were requested from the Board Members. Board Members are to complete Compensation Forms monthly and submit for payment.

8. Legal Counsel Report

Legal Counsel, Steven Kennedy has no further to report at this meeting.

Directors Comments

There was a request for 700 forms from the Director's.

Correspondence/Information

A letter was received from a customer. Chairman Philippe conducted open discussion on the subject. The Board of Director's requested a letter be written to the customer referring to Rules and Regulations.

A letter was written to 2nd District Supervisor, Janice Rutherford requesting she attend the meeting.

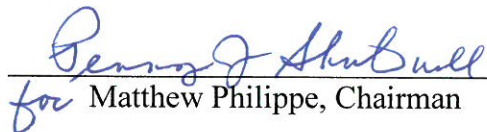
Future Agenda Items

Chairman Philippe announced the next Regular Meeting will be on Thursday, January 13, 2010 at 3:00 p.m.

Adjournment

Secretary Nelsen made a motion to adjourn. Chairman Philippe seconded. Chairman Philippe called for a vote. The Vote passed 5-0. Meeting adjourned at 5:07 p.m.

ATTEST:

 Date: 1-13-11
for Matthew Philippe, Chairman

 Date: 1-13-11
Ken Nelsen, Secretary