

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

**Date/Time: August 17, 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

**San Bernardino County Employees Present:**

Kathy Whalen  
Mark Pattison

**Others Present:**

Steve Kennedy, Brunick, McElhaney & Beckett  
Phil Waller, Rogers, Anderson, Malody & Scott LLP

**Call to Order**

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

**Approval of Minutes**

Director Winsten made a motion to approve Meeting Minutes for August 10, 2010, Director Fairbanks seconded. Chairman Philippe called for a vote. Motion passed with a vote of 5-0.

Vice Chairman Shubnell made a motion to approve Meeting Minutes for August 12, 2010, Director Winsten seconded. Chairman Philippe called for a vote. Motion passed with a vote of 5-0.

**Discussions:**

**Separation with County of San Bernardino Special Districts**

Chairman Philippe conducted open discussion requesting input from the Board as to how they wanted to start the separation process from using San Bernardino County Special District's Departments services for the administration of the Crestline Sanitation District.

Director Winsten moved "we have intent and this is the direction we want to move in; to separate from San Bernardino County Special Districts". Vice Chairman Shubnell seconded.

Discussion among the Board as to how to start the process and time frame for completing the separation followed.

**Legal Counsel; Law Firm Brunick, McElhaney & Beckett**

Steve Kennedy, Legal Counsel of Brunick, McElhaney & Beckett presented to the Board information regarding the legal process of separating administration services from San Bernardino County Special Districts. Mr. Kennedy informed the Board that he had already contacted the County's legal counsel through voice message about Crestline Sanitation District's desires.

**CPA Firm; Rogers, Anderson, Malody & Scott, LLP**

Phil Waller, CPA of Rogers, Anderson, Malody & Scott LLP presented information as to how to put together a transition plan. Mr. Waller recommended Crestline Sanitation District request \$300,000.00 to \$400,000.00 from the San Bernardino County Treasurer's office for transition funding. Mr. Waller went on to say it would be prudent to try to make the transition at the end of a fiscal quarter and that Crestline Sanitation District appears to have all the key pieces in place to make the transition by September 30, 2010.

Chairman Philippe called for a vote to start the separation process. Motion passed with a vote of 5-0.

**Establish Ad Hoc Committees**

Director Nelsen made a motion to have a standing Executive Committee consisting of the Board Chairman and Vice Chairman; Chairman Philippe seconded. Chairman Philippe called for a vote. Motion passed with a vote of 5-0.

Chairman Philippe made a motion to set up a Transition Plan Ad-Hoc Committee to complete Crestline Sanitation District's transition from San Bernardino County Special Districts. The committee will consist of Chairman Philippe and Director Fairbanks. Chairman Philippe called for a vote. Motion passed with a vote of 5-0.

**New Business**

Kathy Whalen, Crestline Sanitation District Manager presented the Board with a packet of Resolutions and Ordinances for the Board to consider at a later date.

Vice Chairman Shubnell requested the Board consider the Meeting Minutes be put onto a web site to cultivate transparency in all Crestline Sanitation District's dealings.

Vice Chairman Shubnell requested a Sign In sheet be placed at the back of the meeting room for the public in attendance at the meetings.

**Announcements by Board Members**

None made.

**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:**

Randy Jervas of B & P Pumping requested the Board look at the liquid dumping fees being charged by Crestline Sanitation District.

**Set Agenda and Date for Next Meeting**

The Board set the next meeting date of Thursday, September 2, 2010 at 3:00 p.m.

Director Winsten requested the Board consider appointing a Recording Secretary for the Board Meetings.

Vice Chairman Shubnell requested adding web site use.

Chairman Philippe requested the Resolutions and Ordinances submitted by Kathy Whalen.

Chairman Philippe requested a Sunshine Ordinance to be considered.

Chairman Philippe requested Steve Kennedy set the Agenda format for the next meeting.

**ADJOURNMENT**

Chairman Philippe called for a motion to adjourn. Vice Chairman made the motion, Director Fairbanks seconded. Motion passed 4-0, Director Winsten abstaining. Meeting was adjourned at 5:04 p.m.

Matthew Philippe Date: 9/9/10  
Matthew Philippe, Chairman

ATTEST:

Kathy Whalen Date: 9-9-10  
Secretary, Board of Directors