

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

**Date/Time: February 11, 2021 – 3:00 p.m.  
Place: Crestline Sanitation District Office  
24516 Lake Drive, Crestline, CA 92325**

**SPECIAL NOTICE OF TELECONFERENCE ACCESSIBILITY**

**Pursuant to the provisions of Executive Order N-29-20 issued by Governor Newsom in response to the COVID-19 outbreak, and as a precaution to our Board of Directors, District staff, and general public, Crestline Sanitation District will hold this meeting of its Board of Directors both in-person and via teleconference. The public may participate in the meeting by physical attendance or by teleconference**

**Call to Order**

The meeting was called to order at 3:00 p.m. by Chairman Philippe and was proceeded by the Pledge of Allegiance.

**Board of Directors Present:**

Matthew Philippe, Chairman  
Ken Nelsen, Director  
Niki Wiessner, Director

**Board of Directors via Zoom:**

Penny Shubnell, Vice Chairwoman  
Sherri Fairbanks, Director

**Crestline Sanitation District Employees Present:**

Rick Dever, General Manager  
Ron Scriven, Operations Manager  
Dawn Grantham, Fiscal Asst., Recording Secretary  
Nathan Matthews, Electro-Mechanical Specialist

**Others Present via Zoom Video:**

Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy  
Brad Welebir, Financial Consultant; R.A.M.S.

**Approval of Agenda**

Director Nelsen motioned to approve the Agenda. Director Wiessner seconded.

AYES: Chairman Philippe, Vice Chairwoman Shubnell, Director Nelsen,  
Director Fairbanks, Director Wiessner

NOES: None ABSTAIN: None ABSENT: None

**Public Comment\***

None

**Approval of Consent Calendar\***

Director Nelsen motioned to approve the Consent Calendar. Director Wiessner seconded.

AYES: Chairman Philippe, Vice Chairwoman Shubnell, Director Nelsen,  
Director Fairbanks, Director Wiessner

NOES: None ABSTAIN: None ABSENT: None

**New Business**

*Items 3* – Regarding the CSDA Board of Vacancy for Seat A, no action was taken.

*Item 4* – Nathan Matthews provided an update for the Board regarding the Districts' SCADA project. He informed them that he is working on connections, a weather station, and backup power for Huston Creek WWTP. Also, discussed is that he and Dawn Grantham are working on updating the District's website.

**Financial Consultant Report**

*Item 5* – January 2021 Financials were presented by Brad Welebir.

**Legal Counsel Report**

*Item 6* – None

**General Manager Report**

*Item 7* - Report was presented by General Manager Dever.

**Closed Session**

The Board, Management and Legal Counsel recessed to closed session at 4:05 p.m.

**Reconvene to Open Session**

The Directors reconvened at 4:17 p.m. The Board of Directors unanimously approved to authorize the second Tolling Agreement. No other actions were taken.

**Directors Comments**

\* Vice Chairwoman Shubnell stated she was happy that everyone at the District was healthy.

\*Director Fairbanks mentioned that there was loud blasting in Crestline, lots of people had heard it.

\*Director Nelsen explained that he was pleased with hearing that that SCADA was moving forward and the work on the updated website was continuing.

\*Chairman Philippe congratulated Staff on the financial performance of the District.

\*Director Wiessner noted that Nathan Matthews seemed to be settling in well. She also stated that the Staff has good working conditions.

**Future Meetings**

Regular Meeting – March 11, 2021 at 3:00 p.m.

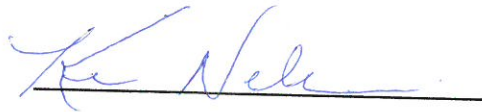
**Future Agenda Items**

Engineering update for Huston Creek WWTP  
2021/22 Budget

**Adjournment**

Meeting adjourned 4:30 p.m.

APPROVE:  DATE: 4/8/21

ATTEST:  DATE: 3-11-21