

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

Date/Time: March 12, 2020 – 3:00 p.m.
Place: Crestline Sanitation District Office
24516 Lake Drive, Crestline, CA 92325

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
Sherri Fairbanks, Director

Board of Directors Absent

Penny Shubnell, Vice Chairwoman
Jack Winsten, Director

Crestline Sanitation District Employees Present:

Rick Dever, General Manager
Ron Scriven, Operations Manager
Dawn Grantham, Fiscal Asst., Recording Secretary

Others Present:

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

Approval of Agenda

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

AYES: Chairman Philippe, Director Nelsen, Director Fairbanks

NOES: None ABSTAIN: None

ABSENT: Vice Chairwoman Shubnell, Director Winsten

Public Comment*

None

Approval of Consent Calendar*

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

AYES: Chairman Philippe, Director Nelsen, Director Fairbanks

NOES: None ABSTAIN: None

ABSENT: Vice Chairwoman Shubnell, Director Winsten

New Business

Item 3 – Regarding Resolution No. 064, amending the Rules and Regulations for Wastewater Service Director Nelsen motioned to approve and adopt the Resolution with the changes. These changes would allow permits to have a two-year expiration date instead of the current one-year expiration date.

AYES: Chairman Philippe, Director Nelsen, Director Fairbanks

NOES: None ABSTAIN: None

ABSENT: Vice Chairwoman Shubnell, Director Winsten

Item 4 – Regarding Resolution No. 065, approving the SlipLining and Manhole Rehabilitation Agreement with Sancon Technologies, Director Nelsen recommended awarding the contract to Sancon Technologies and approving the sole source Resolution.

AYES: Chairman Philippe, Director Nelsen, Director Fairbanks

NOES: None ABSTAIN: None

ABSENT: Vice Chairwoman Shubnell, Director Winsten

Financial Consultant Report

Item 5 – February 2020 financials were presented. Mr. Welebir stated that the finances are looking well. Budget preparations are set to begin in late March for fiscal year 2020-21.

Legal Counsel Report

Item 6 – Steve Kennedy, District Legal Counsel, announced that due to COVID-19 Governor Newsom has ordered suspension of the Brown Act. Mr. Kennedy noted that the Directors would be able to teleconference in lieu of physically attending a meeting, with at least three in attendance. One location is required to hold the meeting where the public may attend.

General Manager Report

Item 7 - Report was presented by General Manager Dever. He discussed how the District is staying safe and the precautions Staff is taking to avoid becoming sick.

Directors Comments

*Chairman Phillippe noted that the next couple months will be difficult with the COVID-19 pandemic and to stay healthy.

*Director Nelsen stated that due to his cancelled vacation he would more than likely be at the next meeting.

*Director Fairbanks mentioned that she was happy to see Staff taking precautions for the COVID-19 pandemic.

Closed Session

The Board, Management and Legal Counsel recessed to closed session at 4:15 p.m.

Reconvene to Open Session

The Directors reconvened at 4:44 p.m. The reported actions were in regards to the General Manager evaluation and labor negotiations. The Board of Directors reached an agreement to modify the agreement to reflect a wage increase by 7.5%, to increase the deferred compensation match for 457b to \$100.00 a pay period not to exceed \$2,600 on the fiscal year, and to change the unused leave hours rollover from fifteen days to twenty days. This agreement was approved unanimously by Chairman Philippe, Director Nelsen, and Director Fairbanks, with Vice Chairwoman Shubnell and Director Winsten absent. No other actions were taken.

Future Meetings

Regular Meeting – April 9, 20120, 2020 at 3:00 p.m.

Future Agenda Items

*Fiscal Year 2020-21 Budget

Adjournment

Meeting adjourned 4:50 p.m.

APPROVE: _____ DATE: _____

ATTEST: _____ DATE: _____

DRAFT