

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

**DRAFT**

**Date/Time: June 18, 2020 – 2:00 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  
*Dial in conference line (302)202-1110 – Conference code 751975***

**Call to Order**

The meeting was called to order at 2:00 p.m. by Chairman Philippe and was proceeded by the Pledge of Allegiance.

**Board of Directors Present:**

Matthew Philippe, Chairman  
Penny Shubnell, Vice Chairwoman  
Ken Nelsen, Director  
Sherri Fairbanks, Director

**Board of Directors Absent:** One vacancy

**Crestline Sanitation District Employees Present:**

Rick Dever, General Manager  
Ron Scriven, Operations Manager  
Dawn Grantham, Fiscal Asst., Recording Secretary  
Jordan Dietz, Electro-Mechanical Specialist, representing employee union (IBEW)  
Cory Hubble, Operator I, representing employee union (IBEW)

**Others Present:**

Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy  
Niki Wiessner, Mick Hill, Daniel Zahner (for Board vacancy interviews)  
Marsha Philippe  
Janet Nelsen

**Approval of Agenda**

Director Fairbanks motioned to approve the Agenda. Vice Chairwoman Shubnell seconded.

AYES: Chairman Philippe, Vice Chairwoman Shubnell, Director Nelsen,  
Director Fairbanks NOES: None ABSTAIN: None ABSENT: One vacancy

### **Public Comment\***

None

### **New Business**

**Item 1** – Legal Counsel Kennedy stated the following; with the passing of Director Jack Winsten the Board would have sixty days from May 26, 2020 to fill the vacancy and appoint a Director. The notice of the vacancy was placed in three areas available to the public as required; at the local post office, at Goodwin and Son's Grocery Store, and at the District office, as well as the District website. The District received three resumes/applications for the seat. All candidates are qualified to serve. The Board will conduct interviews, discuss, and appoint the most qualified candidate in open session. The candidates can be asked to wait in another room while an interview is being conducted, but it is not mandated. If a candidate is chosen to be appointed, he/she will be sworn in to Office and serve until the November elections. If no candidate is chosen or the Board cannot come to a decision another meeting can be conducted within the sixty days. The order of the interviews was consistent with the order the resumes/applications were turned in;

- 1 – Niki Wiessner
- 2 – Mick Hill
- 3 – Daniel Zahner

The Board conducted the interviews and after much discussion, noting that all the applicants were very qualified to serve, Director Nelsen motioned that nominations were closed and the Board unanimously appointed Niki Wiessner to the vacant seat. The vote was taken by roll call.

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

NOES: None ABSTAIN: None ABSENT: One vacancy

Dawn Grantham, Fiscal Assistant/Recording Secretary gave the Oath of Office.

### **Directors Comments**

\*Vice Chairwoman noted that this was a tough meeting as all of the applicants were very qualified. She thanked all of the applicants.

\*Chairman Philippe thanked all the candidates for applying and encouraged them to run in the November elections.

\*Director Nelsen welcomed Niki Wiessner to the Board.

\*Director Fairbanks commended the applicants. She noted that the District needs public support. She also suggested that Niki Wiessner tour other wastewater treatment plants.

\*Director Wiessner thanked the Directors and stated she is looking forward to working with everyone.

**Future Meetings**

Regular Meeting – August 13, 2020 at 3:00 p.m.

**Future Agenda Items**

Reserve Policy

HC WWTP Project Update & Change Order

SRF Loan Update

SSMP Update

**Adjournment**

Meeting adjourned 3:40 p.m.

**APPROVE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_ **DATE:** \_\_\_\_\_