

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

**Date/Time: September 8, 2022 – 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 Assembly Bill 361 which amended certain provisions of the Brown Act regarding teleconference meetings during periods of statewide emergencies, and as a precaution to our Board of Directors, District staff, and general public as a result of the ongoing COVID-19 pandemic, 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 Vice Chairwoman Shubnell and was proceeded by the Pledge of Allegiance.

Board of Directors Present:

Chairman Philippe, Chairman (arrived 3:03 p.m.)
Penny Shubnell, Vice Chairwoman
Ken Nelsen, Director
Sherri Fairbanks, Director
Niki Wiessner, Director

Board of Directors Absent: None

Crestline Sanitation District Employees Present:

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

Others Present

Brad Welebir, Financial Consultant; R.A.M.S.

Others Present via Zoom:

Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy

Approval of Agenda

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

AYES: Directors; Shubnell, Nelsen, Fairbanks, Wiessner

NOES: None ABSTAIN: None ABSENT: Philippe

Public Comment* None

Approval of Consent Calendar

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

AYES: Directors; Shubnell, Nelsen, Fairbanks, Wiessner

NOES: None ABSTAIN: None ABSENT: Philippe

New Business

Items 4 – General Manager Dever explained that Tapestry is asking for a long-term agreement for environmental credits. An Ad-Hoc Committee was created consisting of Director Nelsen and Director Fairbanks to further look into exploring water discharge possibilities.

Item 5 – A spreadsheet consisting of the costs for the construction at Huston Creek WWTP was presented to the Board. A request by Chairman Philippe for additional information to be included was the change orders and to add the total cost to the sheet.

Item 6 – The Board reviewed a revised organizational chart to included a position for Assistant General Manager. A job description and a revised organizational chart will be brought back at the October 13, 2022 meeting. No actions were taken.

Financial Consultant Report

Item 7 –The Financial Report for August 2022 was presented by Brad Welebir.

Legal Counsel Report

Item 8 – Legal Counsel noted that AB2249 was passed and on the Governor’s desk for a signature.

General Manager Report

Item 9 - Report was presented by General Manager Dever, and a PowerPoint Presentation by Operations Manager Scriven.

Recess to Closed Session

The Board, Legal Counsel, and Management recessed to closed session at 4:08 p.m.

Reconvene to Open Session

The Board, General Manager and Legal Counsel reconvened to open session at 4:52 p.m.

Announcement of Reportable Closed Session Actions

None

Directors Comments

- * Director Fairbanks reminded the Board that the community Thanksgiving is coming up.
- * Chairman Philippe noted that he will be attending the next meeting via Zoom.

Future Meetings

Regular Meeting – October 13, 2022 at 3:00 p.m.

Future Agenda Items

Ad-Hoc Report

Assistant GM Job Description

Adjournment

Meeting adjourned 5:00 p.m.

APPROVE: _____ **DATE:** _____

ATTEST: _____ **DATE:** _____