

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

**Date/Time: September 14, 2023 – 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 Nelsen and was proceeded by the Pledge of Allegiance.

Board of Directors Present:

Ken Nelsen, Chairman
Sherri Fairbanks, Director
Penny Shubnell, Director

Board of Directors Present Via Zoom:

Niki Wiessner, Director

Board of Directors Absent:

Matthew Philippe, Vice Chairman

Crestline Sanitation District Employees Present:

Dawn Grantham, Asst. General Manager
Brandon Ricksecker, Operations Manager
Jeanette Nelsen, Fiscal Asst., Recording Secretary

Others Present via Zoom:

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

Approval of Agenda

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

AYES: Directors; Nelsen, Wiessner, Shubnell, Fairbanks,

NOES: None ABSTAIN: None ABSENT: Philippe

Approval of Consent Calendar

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

AYES: Directors; Nelsen, Wiessner, Shubnell, Fairbanks,

NOES: None ABSTAIN: None ABSENT: Philippe

Public Comment* None

New Business

Items 3 – Resolution No. 107 Disposing of Surplus Property was approved by a motion from Director Fairbanks and a second by Director Shubnell.

AYES: Directors; Nelsen, Wiessner, Shubnell, Fairbanks

NOES: None ABSTAIN: None ABSENT: Philippe

Items 4 – Resolution No. 108 Establishing a Check-Signing Policy was adopted by a motion from Director Shubnell and a second by Director Fairbanks.

AYES: Directors; Nelsen, Wiessner, Shubnell, Fairbanks

NOES: None ABSTAIN: None ABSENT: Philippe

Items 5 – Huston Creek Waste Water Treatment Plant Septic Offload Site and Belt Press Muffin Monster Upgrades were approved by the Board with a motion from Director Shubnell and a second from Director Fairbanks.

AYES: Directors; Nelsen, Wiessner, Shubnell, Fairbanks

NOES: None ABSTAIN: None ABSENT: Philippe

Items 6 – Cleghorn Waste Water Treatment Plant Belt Press Muffin Monster Upgrade was approved by the Board with a motion from Director Fairbanks and a second from Director Shubnell.

AYES: Directors; Nelsen, Wiessner, Shubnell, Fairbanks

NOES: None ABSTAIN: None ABSENT: Philippe

Items 7 – A quote from Dudek was provided to the Board from Assistant General Manager Grantham for the District’s Master Plan Update. Director Shubnell motioned to approve the quote, Director Fairbanks seconded the motion.

AYES: Directors; Nelsen, Wiessner, Shubnell, Fairbanks

NOES: None ABSTAIN: None ABSENT: Philippe

Items 8 – Huston Creek Waste Water Treatment Plant Road Paving was approved by the Board not to exceed \$100,000 with a motion from Director Fairbanks and a second from Shubnell.

AYES: Directors; Nelsen, Wiessner, Shubnell, Fairbanks

NOES: None ABSTAIN: None ABSENT: Philippe

Financial Consultant Report

Item 9 – The Financial Report for August 2023 was presented by Brad Welebir.

Legal Counsel Report

Item 10 – None.

Houston Creek Waste Water Treatment Plant Construction Progress Report

Item 11 – Grantham provided the Board with a construction progress report and financial update.

Manager Report

Item 12 – Report was presented by Assistant General Manager Grantham.

Operations Manager Report

Item 13 - Report was presented by Operations Manager Ricksecker.

Recess to Closed Session

The Board, Legal Counsel, and Management recessed to closed session at 4:43 p.m.

Reconvene to Open Session

The Board, Legal Counsel, and Management reconvened to open session at 5:15 p.m.

Announcement of Reportable Closed Session Actions

None

Directors Comments

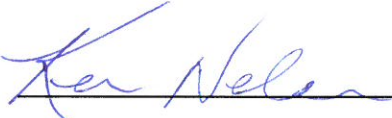
- * Vice Chairman Philippe thanked the staff for getting through the epic storm.
- * Director Fairbanks enjoyed having two managers reports.
- * Director Wiessner loved hearing about the mentorship with the operators in the Operation Manager’s Report.
- * Chairman Nelsen thanked the staff for doing a great job.

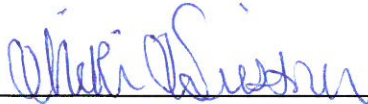
Future Agenda Items

Audit Report
Master Plan for Crestline Sanitation District
Rate Study

Adjournment

Meeting adjourned 5:25 p.m.

APPROVE:  DATE: 10-12-23

ATTEST:  DATE: 10-12-23