

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

Date/Time: May 9, 2024 – 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
Matthew Philippe, Vice Chairman
Niki Wiessner, Director
Penny Shubnell, Director
Sherri Fairbanks, Director

Crestline Sanitation District Employees Present:

Dawn Grantham, 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

Approval of Agenda

General Manager Grantham requested a motion to amend the agenda by adding a new business item regarding a Proposal for Engineering Services for the Hillside Stabilization for the Seeley Plant Access Road. Director Philippe motioned to amend and approve the agenda. Director Shubnell seconded.

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

NOES: None ABSTAIN: None ABSENT: None

Approval of Consent Calendar

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

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

NOES: None ABSTAIN: None ABSENT: None

Public Comment*

None

Proposal for Engineering Services for the Hillside Stabilization- Director Philippe motioned to approve the added bid from Webb to the budget and also be able to pull from the emergency fund. Director Wiessner seconded.

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

NOES: None ABSTAIN: None ABSENT: None

Budget Workshop - Two draft of the 2024/2025 Budget were presented by Dawn Grantham and Brad Welebir from RAMS. Version A included a possible rate increase, while B did not. The Board chose to wait until after the Public Hearing to approve a budget.

Financial Consultant Report

Item 4 – The Financial Reports for April 2024 were presented by Brad Welebir.

Houston Creek Waste Water Treatment Plant Construction Progress Report

Item 6 – General Manager Grantham provided the Board with a construction progress report and financial update.

Manager Report

Item 7– Report was presented by General Manager Grantham.

Operations Manager Report

Item 8 - Report was presented by Operations Manager Ricksecker.

Recess to Closed Session

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

Reconvene to Open Session

The Board, Legal Counsel, and Management reconvened to open session at 4:25 p.m.

Announcement of Reportable Closed Session Actions

None

Directors Comments

- * Director Fairbanks thanked Dawn and Brandon for taking the Science Club on a tour of the plant. She congratulated Brandon on passing his test.
- * Director Wiessner also congratulated Brandon. She also mentioned she would like the District to review and update the Emergency Plan to be presented at a future meeting.
- * Vice Chair Philippe also congratulated Brandon.
- * Chairman Nelsen also congratulated Brandon and thanked Dawn for her work on the budget.

Future Meetings

Thursday, May 23 at 3:00 pm (Public Hearing)
Thursday, May 30 at 3:00 pm (Special Meeting)
Thursday, June 13 at 3:00 pm

Future Agenda Items

Public Hearing
Budget Workshop
Radio/Pager Update
Emergency Plan (October)

Adjournment

Meeting adjourned 4:37 p.m.

APPROVE: _____ **DATE:** _____

ATTEST: _____ **DATE:** _____