

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

**Date/Time: November 18, 2021 – 8:00 a.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 8:00 a.m. by Chairman Philippe and was proceeded by the Pledge of Allegiance.

**Board of Directors Present:**

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

**Crestline Sanitation District Employees Present:**

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

**Others Present:**

Kirk Harns, President; Pacific Hydrotech Corporation  
Reed Chilton, PE, QSD; Webb & Associates  
Mike Harris, Publisher; The Alpine Mountaineer Newspaper

**Others Present via Zoom:**

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

**Approval of Agenda**

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

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

NOES: None ABSTAIN: None ABSENT: None

**Public Comment\***

Mike Harris noted that the District has the best run Board on the mountain. He was glad to see the District finally doing construction and it will be good for the community.

**Approval of Consent Calendar**

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

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

NOES: None ABSTAIN: None ABSENT: None

**New Business**

**Items 3** – General Manager Dever noted that the District had received four bids for the construction of the Huston Creek WWTP Primary Clarifier and Dewatering Building Improvements Project. His recommendation to the Board was to award the contract to Pacific Hydrotech Corporation, which was the lowest bid as well as recommended by Dudek. After discussion by the Board and questions answered by Mr. Harnes, Director Nelsen motioned to accept the recommendation by General Manager Dever and accept the bid from Pacific Hydrotech in the amount of \$10,600,800.00. Vice Chairwoman Shubnell seconded the motion.

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

NOES: None ABSTAIN: None ABSENT: None

**Item 4** – The Board accepted the recommendation by General Manager Dever to award the contract for the Engineering Support for the Huston Creek WWTP Primary Clarifier and Dewatering Building Improvements Project to Dudek. The motion came from Director Nelsen, seconded by Director Wiessner.

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

NOES: None ABSTAIN: None ABSENT: None

**Item 5** – The Board accepted the recommendation by General Manager Dever to award the contract for the Project Management and Inspection Services for the Huston Creek WWTP Primary Clarifier and Dewatering Building Improvements Project to Webb & Associates. The motion came from Director Nelsen, seconded by Vice Chairwoman Shubnell.

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

NOES: None ABSTAIN: None ABSENT: None

**Directors Comments**

- \* Director Fairbanks stated she was happy to see the project begin and is looking forward to seeing the progress.
- \* Director Nelsen mentioned that he is looking forward to moving along with the construction of the project.
- \* Director Wiessner commented that it is a good idea to have two separate companies for engineering and management.
- \* Vice Chairwoman Shubnell said it felt like a weight off her shoulders now that the District will begin the project. She also asked Mr. Harris to keep the public apprised and informed of the value for the community.
- \* Chairman Philippe thanked General Manager Dever, Staff, and Dudek for helping get to this point of the project.

**Future Meetings**

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

**Future Agenda Items**

Status and Updates on the Huston Creek WWTP project

**Adjournment**

Meeting adjourned 8:38 a.m.

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

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