

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

**Date/Time: October 10, 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
Penny Shubnell, Director
Sherri Fairbanks, Director

Board of Directors Absent:

Niki Wiessner, 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

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

AYES: Directors; Nelsen, Philippe, Shubnell, Fairbanks

NOES: None ABSTAIN: None ABSENT: Wiessner

Approval of Consent Calendar

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

AYES: Directors; Nelsen, Philippe, Shubnell, Fairbanks

NOES: None ABSTAIN: None ABSENT: Wiessner

Public Comment*

Mike Harris was in attendance, no comment.

New Business

Item 3 – Resolution No. 116 Updating the District’s Conflict of Interest Code was adopted by a motion from Director Philippe and a second by Director Shubnell.

AYES: Directors; Nelsen, Philippe, Shubnell, Fairbanks

NOES: None ABSTAIN: None ABSENT: Wiessner

Items 4 – The District’s Updated Emergency Response Plan was presented to the Board by General Manager Dawn Grantham.

Financial Consultant Report

Item 5 – The Financial Reports for September 2024 and Quarterly Investment Report were presented by Brad Welebir.

Houston Creek Waste Water Treatment Plant Construction Progress Report

Item 7 – General Manager Grantham provided the Board with a construction progress report and financial update.

Manager Report

Item 8– Report was presented by General Manager Grantham.

Operations Manager Report

Item 9 - Report was presented by Operations Manager Ricksecker.

Recess to Closed Session

The Board, Legal Counsel, and Management recessed to closed session at 3:53 p.m.

Reconvene to Open Session

The Board, Legal Counsel, and Management reconvened to open session at 4:53 p.m.

Announcement of Reportable Closed Session Actions

None

Directors Comments

* Vice Chairman Philippe was glad to be back after fires. Thanked Nathan Matthew for his work on the pagers.

* Chairman Nelsen thanked the staff. Enjoyed seeing the emergency plan and supplies are in the correct places.

Future Meetings

Thursday, November 14 at 3:00 pm

Future Agenda Items

Audit

Adjournment

Meeting adjourned 4:56 p.m.

APPROVE: _____ **DATE:** _____

ATTEST: _____ **DATE:** _____