

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

**Date/Time: August 8, 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  
Penny Shubnell, Director  
Sherri Fairbanks, Director

**Board of Directors Present Via Zoom:**

Niki Wiessner, Director attended remotely under “Emergency Circumstances,” pursuant to Government Code Section 54953(f)(2)(A)(ii). (Arrived at 3:13 p.m.)

**Board of Directors Absent:**

Matthew Philippe, Vice Chairman

**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

**Approval of Agenda**

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

AYES: Directors; Nelsen, Shubnell, Fairbanks

NOES: None ABSTAIN: None ABSENT: Philippe, Wiessner

**Approval of Consent Calendar**

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

AYES: Directors; Nelsen, Shubnell, Fairbanks

NOES: None ABSTAIN: None ABSENT: Philippe, Wiessner

**Public Comment\***

None

### **New Business**

*Item 3* – A quote from Sancon Technologies was provided to the Board from General Manager Grantham for slip-lining and manhole rehabilitation. Director Fairbanks motioned to approve the quote for an amount not to exceed \$186,513.00 Director Shubnell seconded the motion.

AYES: Directors; Nelsen, Shubnell, Fairbanks

NOES: None ABSTAIN: None ABSENT: Philippe, Wiessner

*Items 4* – Director Fairbanks motions for the Board to accept the engineering report from Webb Associates for the Hillside Stabilization at Seeley Creek WWTP. Director Nelsen seconded the motion.

AYES: Directors; Nelsen, Shubnell, Fairbanks

NOES: None ABSTAIN: None ABSENT: Philippe, Wiessner

*Items 5* – Regarding the temporary slope repair for the Hillside Stabilization of Seeley Creek WWTP no action was taken.

### **Financial Consultant Report**

*Item 6* – The Financial Reports: Quarterly, June and July 2024 were presented by Dawn Grantham.

### **Legal Counsel Report**

*Item 7* – Steve Kennedy informed the Board of an opinion given on July 24, 2024 in regards to AB 2449. The opinion presented would expand the “just cause” to included disabilities in compliance with the ADA requirements.

### **Houston Creek Waste Water Treatment Plant Construction Progress Report**

*Item 8* – General Manager Grantham provided the Board with a construction progress report and financial update.

### **Manager Report**

*Item 9*– Report was presented by General Manager Grantham.

### **Operations Manager Report**

*Item 10* - Report was presented by Operations Manager Ricksecker.

### **Recess to Closed Session**

The Board, Legal Counsel, and Management recessed to closed session at 3:38 p.m.

### **Reconvene to Open Session**

The Board, Legal Counsel, and Management reconvened to open session at 4:12 p.m.

### **Announcement of Reportable Closed Session Actions**

In regards to the first closed session item, no action was taken.

In regards to the second closed session item, the Board by a 4-0-1 vote rejected a claim filed against the District. General Counsel was instructed to send notice of rejection to Claimant’s Counsel and the matter was referred to SDRMA for further handling.

AYES: None NOES: Directors; Nelsen, Wiessner, Shubnell, Fairbanks

ABSTAIN: None ABSENT: Philippe

**Directors Comments**

- \* Director Shubnell enjoyed hearing about Tri-State Conference.
- \* Director Fairbanks congratulated Rick Dever on his appointment to Lahontan Regional Water Quality Control Board.
- \* Director Wiessner was grateful to be able to meet remotely.
- \* Chairman Nelsen thanked Brandon for a good job.

**Future Meetings**

Thursday, September 12 at 3:00 pm

**Future Agenda Items**

Engineering Report and Bid (Seeley Creek Slope Failure)  
Audit Report (October)

**Adjournment**

Meeting adjourned 4:17 p.m.

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

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