

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

**Date/Time: January 11, 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
Niki Wiessner, Director (arrived at 3:16 p.m.)

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 Shubnell motioned to approve the Agenda. Director Fairbanks seconded.

AYES: Directors; Nelsen, Philippe, Shubnell, Fairbanks

NOES: None ABSTAIN: None ABSENT: Wiessner

Approval of Consent Calendar

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

AYES: Directors; Nelsen, Philippe, Shubnell, Fairbanks

NOES: None ABSTAIN: None ABSENT: Wiessner

Public Comment* None

New Business

Items 3 – The draft Master Plan was presented by Dawn Grantham on behalf of Dudek. The board approved the Master Plan with some changes to be made by a motion from Vice Chair Philippe, and a second from Director Fairbanks.

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

NOES: None ABSTAIN: None ABSENT: None

Items 4 – Regarding the purchase of Washer Compactor – SAVI Flo-WashPress. Vice Chair Philippe motioned for the Board of approve the purchase to not exceed \$65,000, Director Wiessner seconded.

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

NOES: None ABSTAIN: None ABSENT: None

Financial Consultant Report

Item 5 – The Financial Quarterly Report and the Financial Reports for November and December 2023 were presented by Brad Welebir.

Legal Counsel Report

Item 6 – Legal Counsel Kennedy updated the Board on the approval and signing of Assembly Bill 557, which came into effect January 1, 2024.

Houston Creek Waste Water Treatment Plant Construction Progress Report

Item 7 – 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 4:10 p.m.

Reconvene to Open Session

The Board, Legal Counsel, and Management reconvened to open session at 5:12 p.m.

Announcement of Reportable Closed Session Actions

None

Directors Comments

- * Director Shubnell was concerned about the Master Plan cost to the District
- * Vice Chair Philippe thanked the staff, especially for the Nitrate Report. Thanked Dawn for her work.
- * Director Wiessner thanked everyone, could tell everyone cares about the District.
- * Director Fairbanks agreed with Director Shubnell in regards to the cost of the Master Plan Update.
- * Chairman Nelsen thanked Dawn and Sherri in regards to the Silverwood (Tapestry) Proposal.

Future Meetings

Thursday, February 8 at 3:00 pm

Future Agenda Items

- Bartle Wells Rate Study
- Election of Board Officers
- Master Plan Update

Adjournment

Meeting adjourned 5:20 p.m.

APPROVE: _____ **DATE:** _____

ATTEST: _____ **DATE:** _____