

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

**Date/Time: August 10, 2023 – 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
Niki Wiessner, Director
Sherri Fairbanks, Director
Penny Shubnell, Vice Chairwoman (arrived at 3:05 p.m.)

Board of Directors Present Via Zoom:

Matthew Philippe, Vice Chairman

Crestline Sanitation District Employees Present:

Dawn Grantham, Asst. General Manager
Brandon Ricksecker, Operations Manager
Jeanette Nelsen, Fiscal Asst., Recording Secretary

Crestline Sanitation District Employees Present Via Zoom:

Ron Scriven, General Manager

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 Wiessner seconded.

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

NOES: None ABSTAIN: None ABSENT: Shubnell

Approval of Consent Calendar

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

AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks

NOES: None ABSTAIN: None ABSENT: Shubnell

Public Comment* None

New Business

Items 3 – After a discussion and update regarding the Amended Fiscal Year 2023-24 Budget was approved by a motion from Director Fairbanks and a second by Director Wiessner.

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

NOES: None ABSTAIN: None ABSENT: None

Items 4 – Regarding the purchase of a 2024 Ford Transit Cargo Van AWD. Director Fairbanks motioned for the Board to approve the purchase to not exceed \$62,000.00. Director Wiessner seconded.

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

NOES: None ABSTAIN: None ABSENT: None

Financial Consultant Report

Item 5 – The Financial Reports for June and July 2023 were presented by Brad Welebir.

Legal Counsel Report

Item 6 – None.

Houston Creek Waste Water Treatment Plant Construction Progress Report

Item 7 – Asst. General Manager Grantham provided the Board with a construction progress report and an update on the expected construction completion date of August 20, 2024.

General Manager Report

Item 8 – Report was presented by General Manager Scriven.

Recess to Closed Session

The Board, Legal Counsel, and Management recessed to closed session at 3:34 p.m.

Reconvene to Open Session

The Board, Legal Counsel, and Management reconvened to open session at 4:00 p.m.

Announcement of Reportable Closed Session Actions

None

Directors Comments

* Director Fairbanks thanked Dawn Grantham and Brandon Ricksecker for taking classes and attending conferences.

* Director Nelsen was impressed with staff for helping the community during the 4th of July portable toilet spill.

Future Agenda Items

Master Plan Review for Crestline Sanitation District
Rate Study
Surplus Property
Strategic Plan

Adjournment

Meeting adjourned 4:10 p.m.

APPROVE: _____ **DATE:** _____

ATTEST: _____ **DATE:** _____