

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

**Date/Time: April 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  
Niki Wiessner, Director  
Sherri Fairbanks, Director

**Board of Directors Absent:**

Penny Shubnell, 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 Philippe seconded.

AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks

NOES: None ABSTAIN: None ABSENT: Shubnell

**Approval of Consent Calendar**

Director Philippe 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**

**Item 3** – Director Philippe motioned for the District to Surplus the 2003 Dodge Dakota. Director Wiessner seconded.

AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks

NOES: None ABSTAIN: None ABSENT: Shubnell

**Items 4** – Director Wiessner motioned that the Equipment Maintenance Mechanic position be reclassified as SCADA/Maintenance Technician. Director Fairbanks seconded.

AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks

NOES: None ABSTAIN: None ABSENT: Shubnell

**Items 5** – Resolution No. 110 Authorizing the General Manager and other Staff to act on behalf of the District to apply for Federal Funding as provided by California Office of Emergency Services was adopted by a motion from Director Fairbanks and a second by Director Wiessner.

AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks

NOES: None ABSTAIN: None ABSENT: Shubnell

**Items 6** – A Draft of the 2024/2025 Budget was presented by Dawn Grantham and Brad Welebir from RAMS.

### **Financial Consultant Report**

**Item 7** – The Financial Reports for March 2024 were presented by Brad Welebir.

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

**Item 9** – General Manager Grantham provided the Board with a construction progress report and financial update.

### **Manager Report**

**Item 10** – Report was presented by General Manager Grantham.

### **Operations Manager Report**

**Item 11** - Report was presented by Operations Manager Ricksecker.

### **Recess to Closed Session**

The Board, Legal Counsel, and Management recessed to closed session at 4:05 p.m.

### **Reconvene to Open Session**

The Board, Legal Counsel, and Management reconvened to open session at 4:34 p.m.

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

None

**Directors Comments**

- \* Director Fairbanks informed the Board about Firewise Communities program through CAL Fire.
- \* Director Wiessner enjoyed the meeting, congratulated the staff on all the work getting done.
- \* Vice Chair Philippe was pleased with the Draft Budget and is looking forward to the Budget Workshop.
- \* Chairman Nelsen thanked the staff and is looking forward to the engineering of the Seeley Creek Hillside.

**AdHoc Committee**

An AdHoc committee was form with Matthew Philippe and Niki Wiessner to discuss talking point for the upcoming Public Hearing.

**Future Meetings**

- Thursday, April 25 at 3:00 pm (Special Meeting)
- Thursday, May 9 at 3:00 pm
- Thursday, May 23 at 3:00 pm (Public Hearing)

**Future Agenda Items**

- Budget Workshop
- Public Hearing

**Adjournment**

Meeting adjourned 4:50 p.m.

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

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