

DRAFT

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

**Date/Time: February 11, 2021 – 3:00 p.m.
Place: Crestline Sanitation District Office
24516 Lake Drive, Crestline, CA 92325**

SPECIAL NOTICE OF TELECONFERENCE ACCESSIBILITY

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Newsom in response to the COVID-19 outbreak, and as a precaution to our Board of Directors, District staff, and general public, Crestline Sanitation District will hold this meeting of its Board of Directors both in-person and via teleconference. The public may participate in the meeting by physical attendance or by teleconference

Call to Order

The meeting was called to order at 3:00 p.m. by Chairman Philippe and was proceeded by the Pledge of Allegiance.

Board of Directors Present:

Matthew Philippe, Chairman
Ken Nelsen, Director
Niki Wiessner, Director

Board of Directors via Zoom:

Penny Shubnell, Vice Chairwoman
Sherri Fairbanks, Director

Crestline Sanitation District Employees Present:

Rick Dever, General Manager
Ron Scriven, Operations Manager
Dawn Grantham, Fiscal Asst., Recording Secretary
Nathan Matthews, Electro-Mechanical Specialist

Others Present via Zoom Video:

Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy
Brad Welebir, Financial Consultant; R.A.M.S.

Approval of Agenda

Director Nelsen motioned to approve the Agenda. Director Wiessner seconded.

AYES: Chairman Philippe, Vice Chairwoman Shubnell, Director Nelsen,
Director Fairbanks, Director Wiessner

NOES: None ABSTAIN: None ABSENT: None

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Public Comment*

None

Approval of Consent Calendar*

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

AYES: Chairman Philippe, Vice Chairwoman Shubnell, Director Nelsen,
Director Fairbanks, Director Wiessner

NOES: None ABSTAIN: None ABSENT: None

New Business

Items 3 – Regarding the CSDA Board of Vacancy for Seat A, no action was taken.

Item 4 – Nathan Matthews provided an update for the Board regarding the Districts’ SCADA project. He informed them that he is working on connections, a weather station, and backup power for Huston Creek WWTP. Also, discussed is that he and Dawn Grantham are working on updating the District’s website.

Financial Consultant Report

Item 5 – January 2021 Financials were presented by Brad Welebir.

Legal Counsel Report

Item 6 – None

General Manager Report

Item 7 - Report was presented by General Manager Dever.

Closed Session

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

Reconvene to Open Session

The Directors reconvened at 4:17 p.m. The Board of Directors unanimously approved to authorize the second Tolling Agreement. No other actions were taken.

Directors Comments

* Vice Chairwoman Shubnell stated she was happy that everyone at the District was healthy.

*Director Fairbanks mentioned that there was loud blasting in Crestline, lots of people had heard it.

*Director Nelsen explained that he was pleased with hearing that that SCADA was moving forward and the work on the updated website was continuing.

*Chairman Philippe congratulated Staff on the financial performance of the District.

*Director Wiessner noted that Nathan Matthews seemed to be settling in well. She also stated that the Staff has good working conditions.

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Future Meetings

Regular Meeting – March 11, 2021 at 3:00 p.m.

Future Agenda Items

Engineering update for Huston Creek WWTP
2021/22 Budget

Adjournment

Meeting adjourned 4:30 p.m.

APPROVE: _____ **DATE:** _____

ATTEST: _____ **DATE:** _____