

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

Date/Time: December 13, 2018 – 3:00 p.m.
Place: Crestline Sanitation District Office
24516 Lake Drive, Crestline, CA 92325

Board of Directors Present:
Penny Shubnell, Vice Chairwoman
Ken Nelsen, Director
Sherri Fairbanks, Director

Board of Directors Present via teleconference Pursuant to Gov't Code 54953(b)
Matthew Philippe, Chairman

Board of Directors Absent:
Jack Winsten, Director

Crestline Sanitation District Employees Present:
Rick Dever, General Manager
Ron Scriven, Operations Manager
Dawn Grantham, Fiscal Asst., Recording Secretary

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

Call to Order
The meeting was called to order at 3:03 p.m. by Vice Chairwoman Shubnell and was proceeded by the Pledge of Allegiance.

***ALL VOTES WERE COLLECTED BY ROLL CALL**

Approval of Agenda
Director Nelsen motioned to approve the Agenda. Director Fairbanks seconded.
AYES: Chairman Philippe, Vice Chairwoman Shubnell,
Director Nelsen, Director Fairbanks,
NOES: None ABSTAIN: None ABSENT: Director Winsten

Public Comment*
None

Approval of Consent Calendar

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

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

NOES: None ABSTAIN: None ABSENT: Director Winsten

New Business

Item 3 – Discussion and annual review was conducted regarding Ordinance No. 2014-5, Establishing Guidelines for the Conduct of the Board’s Public Meetings and Activities, also known as the “Sunshine Ordinance”. The discussion included possibly going dark 2 meetings of the year, such as July and December. It was stated that not many decisions or actions are needed in those months and that the items normally on the agenda for those months can be discussed either at the prior month meeting or the month after. It was noted that with the two months going dark the District could save at the least \$2,000.00 a meeting (at an average of two hours per meeting). The Director’s agreed and gave direction to the General Manager and Legal Counsel to revise the Ordinance and bring to the January meeting for discussion and possible adoption.

Item 4 – Discussion to submit an application for a Grant with the Fire Prevention Program was discussed. The Ad-Hoc Committee, composed of Vice Chairwoman and Director Fairbanks, stated that the committee had met and now have a workable application. The Grant, if approved, will assist the District with cost to reduce fire fuel on the Districts’ access road which leads to the Huston Creek Wastewater Plant (owned and operated by Crestline Sanitation District). The clearing will protect the Plant, immediate structures, and in the case of high winds, possibly the entire community of Crestline. Director Nelson moved to authorize the General Manager, Rick Dever, to submit the Grant application to CalFire for \$39,213.00. Director Fairbanks seconded.

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

NOES: None ABSTAIN: None ABSENT: Director Winsten

Financial Consultant Report

Item 8 – Brad Welebir presented the financials for November 2018.

Legal Counsel Report

Item 9 – None. He congratulated Director Nelsen and Director Winsten on the elections. He wished everyone a Merry Christmas and Happy New Year.

General Manager Report

Item 10 - Report was presented by General Manager Dever and a PowerPoint by Ron Scriven.

Ad-Hoc Committee Report

Item 11 – It was noted that discussion was made on Item 4.

Directors Comments

*Chairman Philippe thanked Staff for their work during the smoke testing and was happy to hear that during the last rain fall the flows did not increase.

*Director Fairbanks congratulated Staff on winning the Plant Safety Award form CA Water Environmental Association (CWEA). She also noted that Vice Chairwoman had won an award from Friends of the Library “Give Big”.

*Director Nelsen stated it is impressive to win the Plant Safety award.

*Vice Chairwoman Shubnell agreed with all of the comments. She also stated there will be a meeting regarding Lake Gregory Cityhood at the San Moritz Lodge on January 26, 2019 at 1:00 p.m.

Future Meetings

Regular Meeting – December 13, 2018 at 3:00 p.m.

Future Business

Engineering Reports for the Belt Press and the Primary Clarifier
Ordinance No. 2014-5 (Sunshine Ordinance)
Ad-Hoc Committee report

Adjournment

Meeting adjourned 3:52 p.m.

APPROVE: Math 2 L. L. L. DATE: 12/18/18
ATTEST: Ken Nelson DATE: 12-18-18