

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

**Date/Time:** August 10, 2017 – 3:00 p.m.

**Place:** Crestline Sanitation District Office  
24516 Lake Drive  
Crestline, CA 92325

**Board of Directors Present:**

Matthew Philippe, Chairman  
Penny Shubnell, Vice Chairwoman  
Ken Nelsen, Director  
Sherri Fairbanks, Director  
Jack Winsten, Director

**Crestline Sanitation District Employees Present:**

Rick Dever, General Manager  
Dawn Grantham, Accountant/Bookkeeper, 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 3:10 p.m. by Vice Chairwoman Shubnell and was proceeded by the Pledge of Allegiance.

**Approval of Agenda**

Director Winsten motioned to approve the Agenda, seconded by Director Nelsen.

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

NOES: None, ABSENT: None, ABSTAIN: None

**Public Comment\*** None

*\*Comments made by members of the public are representative of their views and opinions only. Claims and assertions made during Public Comment are accepted without regard to accuracy and are accepted in accordance with Public Comment rules as outlined in state law. Statements made by the public during Crestline Sanitation District Board of Directors meetings do not necessarily reflect the views or opinions of individual Board of Directors or the council as a whole*

**Approval of Consent Calendar**

Director Fairbanks motioned to approve the Consent Calendar, seconded by Director Winsten.

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

NOES: None, ABSENT: None, ABSTAIN: None

### **New Business**

**Item 3** – General Manager Rick Dever mad a recommendation to adjust the salary range and title of the Accountant/Bookkeeper position. He noted that the current position had changed into a more demanding position. The recommendation would change the title to Fiscal Assistant and a new salary range table. Vice Chairwoman asked if the position was Union, GM Dever responded that it is not. Director Nelsen asked it the Accountant/Bookkeeper position would be eliminated, GM Dever stated it would be eliminated. Director Winsten made the motion to replace the title of Accountant/Bookkeeper to Fiscal Assistant, seconded by Vice Chairwoman Shubnell.

AYES: Chairman Philippe, Vice Chairwoman Shubnell,  
Director Nelsen, Director Fairbanks, Director Winsten  
NOES: None, ABSENT: None, ABSTAIN: None

### **Financial Consultant Report**

**Item 4** - July 2017 financials were presented by Brad Welebir, R.A.M.S. Welebir also noted unaudited financials would be presented at the next meeting of the Board.

### **Legal Counsel Report**

**Item 5** – None

### **General Manager Report**

**Item 6** - Report was presented by General Manager Dever.

### **Las Flores Ranch Committee Report (Ad Hoc)**

**Item 7** - Chairman Philippe noted a possible meeting with Hesperia.

### **Directors Comments**

Director Fairbanks commended Staff.

Director Nelsen agreed with Director Fairbanks.

Chairman Philippe noted he may not be able to make the September meeting. He also stated he is looking forward to seeing the unaudited year-end and start of the Master Plan.

Vice Chairwoman thanked the crew that performed the work on Wylerhorn, stating the quickness of the crew.

### **Future Meeting**

Regular Meeting; September 14, 2017 at 3:00 p.m.


### **Future Agenda Items**

SCADA update

Huston Electrical Upgrade update

### **Adjournment**

Meeting adjourned 4:05 p.m.

APPROVE:  DATE: 10-12-17

ATTEST:  DATE: 10-12-17