

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

Date/Time: May 11, 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
Sherri Fairbanks, Director
Jack Winsten, Director

Board of Directors Absent:

Ken Nelsen, Director

Crestline Sanitation District Employees Present:

Rick Dever, General Manager
Ron Scriven, Operations Manager
Dawn Grantham, Accountant/Bookkeeper, Recording Secretary

Others Present:

Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy
Brad Welebir, Financial Consultant; R.A.M.S.
Alan Clanin, Crestline Village Water District

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.

Approval of Agenda

Director Winsten motioned to approve the Agenda, seconded by Vice Chairwoman Shubnell.

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

NOES: None, ABSENT: Director Nelsen, 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

Vice Chairwoman Shubnell motioned to approve the Consent Calendar, seconded by Director Fairbanks.

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

NOES: None, ABSENT: Director Nelsen, ABSTAIN: None

New Business

Item 3 – A discussion regarding private devices used for business purposes, The Public Records Act, was conducted. The discussion resulted in the approval of Resolution No. 044, Procedures and Charges for Public Review and Copy of District Records. District Staff has created e-mail addresses for each Board Member to use solely for conducting District business. Director Winsten motioned to adopt Resolution No. 044, seconded by Vice Chairwoman Shubnell.

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

NOES: None, ABSENT: Director Nelsen, ABSTAIN: None

Item 4 – A budget workshop was held to discuss any further changes to the proposed 2017-18 Budget.

Item 5 – Fiscal year 2017-18 Budget was presented to the Board for approval. Director Fairbanks motioned to approve with no changes, with a second by Director Winsten.

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

NOES: None, ABSENT: Director Nelsen, ABSTAIN: None

Item 6 – Resolution No. 045, Establishing an Appropriations Limit for fiscal year 2017-18 was adopted, by a motion from Director Winsten and a second by Vice Chairwoman Shubnell.

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

NOES: None, ABSENT: Director Nelsen, ABSTAIN: None

Financial Consultant Report

Item 7 - April 2017 financials were presented by Brad Welebir, R.A.M.S.

Legal Counsel Report

Item 8 – None

General Manager Report

Item 9 - Report was presented by General Manager Dever, noting zero lost time due to accidents or injuries.

Las Flores Ranch Committee Report (Ad Hoc)

Item 10 - None

Directors Comments

Director Fairbanks stated that Staff did an excellent job on the budget.

Chairman Philippe was happy to see a budget adopted early, noting the District has come a long way.

Vice Chairwoman Shubnell thanked staff and R.A.M.S for the work on budget.

Director Winsten concurred with the Directors as well as congratulations to the Board.

Future Meeting

Regular Meeting June 8, 2017 at 3:00 p.m.

Adjournment

Meeting adjourned 4:00 p.m.

APPROVE: Matthias Philippe DATE: 5/8/17 *MSD*

ATTEST: Penny J. Shubnell DATE: 6/8/17