

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

Date/Time: March 9, 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

Board of Directors Absent:

Jack Winsten, Director

Crestline Sanitation District Employees Present:

Mark Pattison, General Manager
Rick Dever, Operations Manager
Dawn Grantham, Accountant/Bookkeeper, Recording Secretary
Ron Scriven, Operator III

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 3:00 p.m. by Chairman Philippe and was proceeded by the Pledge of Allegiance.

Approval of Agenda

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

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

NOES: None

ABSENT: Director Winsten

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 Nelsen, Director Fairbanks

NOES: None

ABSENT: Director Winsten

ABSTAIN: None

New Business

Item 3 – A draft Request for Qualifications (RFQ) was presented to the Board for discussion and possible action. Vice Chairwoman Shubnell made a motion to proceed with the RFQ and begin the bidding process, a second came from Director Fairbanks.

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

NOES: None

ABSENT: Director Winsten

ABSTAIN: None

Old Business

None

Financial Consultant Report

Item 4 - February 2017 financials were presented by Brad Welebir, R.A.M.S.

Legal Counsel Report

Item 5 - Steve Kennedy, Legal Counsel, informed the Board of a Supreme Court decision regarding individual cellular and computer devices are subject to the Public Records Act. Kennedy noted he is still gathering information and will report his findings at a future meeting.

General Manager Report

Item 6 - Report was presented by General Manager Pattison

Las Flores Ranch Committee Report (Ad Hoc)

Item 7 - None

Correspondence & Other Information

SDRMA – General Manager Pattison noted that the Districts' EMOD Factor had dropped due to no lost time for injuries, which also reduced the workers' compensation cost.

Closed Session

The Board, Managers, and Legal Counsel recessed to closed session for PUBLIC EMPLOYEE EMPLOYMENT AND APPOINTMENT and CONFERENCE WITH LABOR NEGOTIATORS with no reportable action.

New Business (cont.)

Item 8 – The Board announced the agreement of terms for the appointment of Rick Dever, Operations Manager, to be appointed to General Manager, with the retirement of current General Manager Mark Pattison, effective April 1, 2017. Vice Chairwoman Shubnell made the motion with a second from Director Nelsen.

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

NOES: None

ABSENT: Director Winsten

ABSTAIN: None

Future Meeting

Budget Workshop March 17, 2017 at 9:00a.m.

Regular Meeting April 13, 2017 at 3:00p.m.

Directors Comments

Chairman Philippe thanked Mark Pattison for his service to the District and welcomed Rick Dever to the position of General Manager.

Vice Chairwoman Shubnell stated that Pattison has taken the District through many high and low points and did very well. She commended on the staff, noting he had brought the team together.

Director Nelsen stated he echoed everything that the Board members had mentioned. He noted the completion of Strategic Plan goals, employee morale, and Pattison's focus on work. Stating Pattison is a true leader.

Director Fairbanks also echoed the statements. She stated employee morale was down prior to Pattison, and now a better relationship between the Board and Staff exists.

Adjournment

Meeting adjourned 4:00 p.m.

APPROVE: Matthew F. Philippe DATE: 4/13/17

ATTEST: Penney Shubnell DATE: 4.13.17
VICE CHAIR