

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

Date/Time: January 12 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 Chairman
Sherri Fairbanks, Director
Jack Winsten, Director

Board of Directors Absent:

Ken Nelsen, Director

Crestline Sanitation District Employees Present:

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

Others Present:

Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy
Brad Welebir, Financial Consultant; R.A.M.S.
Phil Giori, Project Engineer; Dudek Inc.
Kendra Docham, Manager, Audit; Smith Marion & Co.

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 Director Fairbanks

AYES: Chairman Philippe, Vice Chairman 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

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

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

NOES: None

ABSENT: Director Nelsen

ABSTAIN: None

New Business

Item 3 – The Board of Directors approved Dudek Inc. to prepare a Request for Proposal concerning the future repair and replacement of the Cleghorn WWTP Force Main.

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

NOES: None

ABSENT: Director Nelsen

ABSTAIN: None

Item 4 – Kendra Dockham, Smith Marion & Co., presented the draft audit for 2015/16. The audit showed no findings. The Directors accepted the audit as presented. Dockham stated the final version would be mailed to the District office.

Financial Consultant Report

December 2016 financials were presented by Brad Welebir, R.A.M.S.

Item 5 – Concerning Resolution No. 042, Recommending Consolidated Elections for Governing Board Members with Statewide General Elections and Approving the Rescheduling of such Elections from Odd-Year to Even-Year Elections commencing with the 2017 Election, legal counsel Kennedy explained the reasoning behind Senate Bill 415. The Directors voted to act and approve the Resolution.

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

NOES: None

ABSENT: Director Nelsen

ABSTAIN: None

Closed Session (1)

The Board, Managers, and Legal Counsel adjourned to closed session at 3:43 p.m. and reopened at 4:25 p.m., with no reportable action.

Item 6 – Discussion regarding the purchase of a Stake Bed Truck led to the approval by the Directors with the condition to not exceed a total cost of \$53,000.00 and to retire an older vehicle.

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

NOES: None

ABSENT: Director Winsten

ABSTAIN: None

Old Business

None

Legal Counsel Report

None

General Manager Report

Report was presented by General Manager Pattison

Las Flores Ranch Committee Report (Ad Hoc)

None

Directors Comments

Chairman Philippe, noting Mark Pattison's upcoming retirement, thanked GM Pattison for his years of service to the District.

Director Winsten thanked GM Pattison and Staff for outstanding performance over the last five years.

Vice Chairman Shubnell noted that GM Pattison selected an outstanding team.

Director Fairbanks thanked the managers and staff. Also noting Vice Chairman Shubnell is the recipient of Outstanding Citizen Award for 2017.

Closed Session (2)

The Board, Managers, and Legal Counsel adjourned to closed session at 4:50 p.m. and reopened at 5:12 p.m. with no reportable action.

Future Meetings

Regular Meeting of the Board February 9, 2017 at 3:00 p.m.

Future Agenda Items

Review of Capital Improvements

SCADA Update

Adjournment

Meeting adjourned 5:13 p.m.

APPROVE: Matthew P. Phillips DATE: 3/9/17

ATTEST: Ken Wilson DATE: 3-9-17