

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

Date/Time: August 8, 2019 – 3:00 p.m.

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

Call to Order

The meeting was called to order at 3:00 p.m. by Vice Chairwoman Shubnell and was proceeded by the Pledge of Allegiance.

Board of Directors Present:

Penny Shubnell, Vice Chairwoman
Ken Nelsen, Director
Sherri Fairbanks, Director

Board of Directors Absent:

Matthew Philippe, Chairman
Jack Winsten, Director

Crestline Sanitation District Employees Present:

Rick Dever, General Manager
Dawn Grantham, Fiscal Asst., Recording Secretary

Others Present:

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

Approval of Agenda

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

Public Comment*

Ms. Linda Wright spoke to the Directors regarding her past due sewer fees for fiscal years 2017-18, 2016-17, 2015-16, and 2014-15 that had been placed on the property tax roll for collection. Ms. Wright requested that the penalties be forgiven and reimbursed to her. She stated that she is having a difficult time financially and was working for a non-profit for the last four years. She mentioned that her options are to sell her home, refinance, or a reverse mortgage, but was not yet sure which she will take. The Directors noted that they cannot take action on a public comment, but will discuss with management and that management would be in touch with her. The Directors thanked her for her time.

Approval of Consent Calendar*

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

New Business

Item 3 – The update for the Huston Creek WWTP has been postponed until 2019-09-12.

Item 4 – General Manager Rick Dever discussed his recommendations for the SDRMA Board of Directors Election, choosing to vote for the two incumbents, Bob Swan and Sandy Seifert-Raffelson, and James M. Hamlin for the three seats available.

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

Item 5 – General Manager Rick Dever discussed his recommendations for the CSDA Board of Directors Election, choosing to vote for Kathleen Tiegs, based on her Board services, for Seat B, Southern Network.

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

Item 6 – A discussion was held regarding the sewer service fees for 2019-10-01 through 2020-09-01 as it pertains to Proposition 218 and fee structure adopted for five years beginning 2015-10-01. The Directors discussed upcoming necessary repairs and upgrades to the treatment plants, as well as future plans as determined by the Master Plan. No motion was given at this time, allowing the increase of fees for the final year beginning 2019-10-01.

Financial Consultant Report

Item 11 – July 2019 financials were presented.

Legal Counsel Report

Item 12 – Legal Counsel Kennedy noted that the County of San Bernardino Registrar Office is now requiring Form 470 be turned in by the Board of Directors. He stated that the staff and Legal Counsel cannot assist or give advice. This will be an annual form for all Directors.

General Manager Report

Item 13 - Report was presented by General Manager Dever.

Closed Session

The Board, Management and Legal Counsel recessed to closed session at 4:00 p.m.

Reconvene to Open Session

The Directors reconvened at 4:40 p.m. No other reportable action was taken.

Directors Comments

*Director Fairbanks mentioned that she had attended a meeting regarding the earthquakes and how some people had little or no access to water. GM Dever explained that the District has a informal agreement with Crestline Village Water District for assistance.

*Director Nelsen commented on an employee injury and stated that the District may need to look at outsourcing some repair so injuries can be avoided.

*Vice Chairwoman Shubnell felt that it would be good to start up a calendar for Board training.

Future Meetings

Regular Meeting – September 12, 2019 at 3:00 p.m.

Future Business

Update on HC WWTP Project

Adjournment

Meeting adjourned 4:45 p.m.

APPROVE: _____ **DATE:** _____

ATTEST: _____ **DATE:** _____

DRAFT