

DRAFT

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

**Date/Time: January 14, 2021 – 3:00 p.m.
Place: Crestline Sanitation District Office
24516 Lake Drive, Crestline, CA 92325**

SPECIAL NOTICE OF TELECONFERENCE ACCESSIBILITY

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Newsom in response to the COVID-19 outbreak, and as a precaution to our Board of Directors, District staff, and general public, Crestline Sanitation District will hold this meeting of its Board of Directors both in-person and via teleconference. The public may participate in the meeting by physical attendance or by teleconference

Call to Order

The meeting was called to order at 3:07 p.m. by Chairman Philippe and was proceeded by the Pledge of Allegiance.

Board of Directors Present:

Ken Nelsen, Director
Niki Wiessner, Director

Board of Directors via Zoom:

Matthew Philippe, Chairman
Penny Shubnell, Vice Chairwoman
Sherri Fairbanks, Director

Crestline Sanitation District Employees Present:

Rick Dever, General Manager
Ron Scriven, Operations Manager
Dawn Grantham, Fiscal Asst., Recording Secretary
Nathan Matthews, Electro-Mechanical Specialist

Others Present via Zoom Video:

Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy
Kendra Dockham, CPA, Smith Marion & Co.

Approval of Agenda

Director Nelsen motioned to approve the Agenda. Director Wiessner seconded.

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

NOES: None ABSTAIN: None ABSENT: None

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Public Comment*

None

Approval of Consent Calendar*

Director Nelsen motioned to approve the Consent Calendar. Director Wiessner seconded.

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

NOES: None ABSTAIN: None ABSENT: None

New Business

Items 3 – Regarding Resolution No. 073, Temporarily Suspending Imposition of Delinquency Penalties due to the COVID-19 Pandemic, Chairman Philippe motioned to adopt, with a second by Director Wiessner. The penalties will be suspended until 06/30/2021, the end of the Fiscal Year.

AYES: Chairman Philippe, Director Nelsen, Director Fairbanks, Director Wiessner

NOES: None ABSTAIN: Vice Chairwoman Shubnell (due to sound complications)

ABSENT: None

Item 4 – Legal Counsel Kennedy stated that he had received a loan agreement from State Water Resources Control Board regarding the State Revolving Fund Application. He noted that the State did not wish to alter any of the language per his request and asked if the Board wanted to continue with the agreement as written. After further discussion the Board requested that Mr. Kennedy move forward with the process.

Financial Consultant Report

Item 5 – November and December 2020 Financials and the Quarterly Investment Report were presented by Brad Welebir.

Legal Counsel Report

Item 6 – None

General Manager Report

Item 7 - Report was presented by General Manager Dever.

Directors Comments

*Chairman Philippe stated he was glad that the District is continuing to practice safety concerning COVID-19.

*Vice Chairwoman Shubnell welcomed Nathan Matthews to the District.

*Director Fairbanks thanked Dawn Grantham for keeping things in order while Rick Dever and Ron Scriven were out of the office.

*Director Wiessner welcomed Nathan Matthews.

*Director Nelsen mentioned that you know you have a well-run District when it can keep running when some employees are absent.

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Future Meetings

Regular Meeting – February 11, 2021 at 3:00 p.m.

Future Agenda Items

SCADA Update

Emergency Response Plan review

Adjournment

Meeting adjourned 4:04 p.m.

APPROVE: _____ **DATE:** _____

ATTEST: _____ **DATE:** _____