

DRAFT

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

**Date/Time: November 11, 2020 – 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
*Dial in conference line (302)202-1110 – Conference code 751975***

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.

Board of Directors Present:

Matthew Philippe, Chairman
Penny Shubnell, Vice Chairwoman
Ken Nelsen, Director
Niki Wiessner, Director

Board of Directors via Zoom:

Sherri Fairbanks, Director

Crestline Sanitation District Employees Present:

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

Others Present via Zoom Video:

Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy
Kendra Dockham, CPA, Smith Marion & Co.
Steven Farrell, Vice President CVWD Board of Directors

Others Present in Person:

Brad Welebir, Financial Consultant; R.A.M.S.

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Approval of Agenda

Vice Chairwoman Shubnell motioned to approve the Agenda. Director Nelsen seconded.

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

NOES: None ABSTAIN: None ABSENT: None

Public Comment*

None

Approval of Consent Calendar*

Vice Chair Shubnell motioned to approve the Consent Calendar. Director Nelsen seconded.

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

NOES: None ABSTAIN: None ABSENT: None

New Business

Items 3 – Kendra Dockham presented the draft Audit for June 30, 2020. She noted that there were no findings and the only change was the addition of the Other Post Employee Benefits (OPEB). Vice Chairwoman Shubnell motioned to accept the Audit as presented, a second came from Director Wiessner.

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

NOES: None ABSTAIN: None ABSENT: None

Item 4 – Rick Dever, General Manager, informed the Board that the District was no longer interested in going further with regards to Enterprise Fleet Management. He stated that they do not allow the purchase of the vehicles, only a lease.

Financial Consultant Report

Item 5 – September and October 2020 financials were presented by Brad Welebir.

Legal Counsel Report

Item 6 – Steve Kennedy, legal counsel, congratulated the re-appointed, in lieu of election, Board members. He noted that they will need to be sworn in after 12:00 p.m. on December 4th, but before performing any duties as a Board Member.

General Manager Report

Item 7 - Report was presented by General Manager Dever.

Closed Session

The Board, Management and Legal Counsel recessed to closed session at 4:20 p.m.

Reconvene to Open Session

The Directors reconvened at 4:44 p.m. No other reportable action was taken.

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Directors Comments

- *Director Wiessner noted that she was glad to be part of the Board and is getting familiar.
- *Vice Chairwoman Shubnell thanked Dawn Grantham for continuing to save the District money and having a clean audit.
- *Chairman Philippe stated that he was happy about a clean audit. He also asked Mr. Dever to express his compliments for the work the field crew did on the smoke testing.
- *Director Nelsen noted that he was pleased with hearing that the audit went well and that Staff continues to keep costs down.
- *Director Fairbanks mentioned she was thankful that the District was running well even through COVID. She also asked Mr. Dever if he could look into COVID vaccinations for the Staff when they become available, noting that it should be on a voluntary basis.

Future Meetings

Regular Meeting – January 14, 2021 at 3:00 p.m.

Future Agenda Items

Penalty exceptions Resolution No. 066

Adjournment

Meeting adjourned 4:51 p.m.

APPROVE: _____ **DATE:** _____

ATTEST: _____ **DATE:** _____