

DRAFT

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

**Date/Time: September 9, 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 3:00 p.m. by Chairman Philippe and was proceeded by the Pledge of Allegiance.

**Board of Directors Present:**

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

**Crestline Sanitation District Employees Present:**

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

**Others Present**

Ben Beitzel, MTN Locations

**Others Present via Zoom:**

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

**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

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**Public Comment\***

None

**Approval of Consent Calendar**

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

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

NOES: None ABSTAIN: None ABSENT: None

**New Business**

*Items 3* – Ben Beitzel of MTN Locations discussed his business as a site locator for commercials and movies. He asked the Board for permission to use District property for scouting. There was discussion regarding an agreement with MTN Locations and CSD. The Board authorized the General Manager and Legal Counsel to discuss and explore the possibility of an agreement. No further action was taken.

*Item 4* – An updated Fire Plan was presented by General Manager Dever and Operations Manager Scriven. It included the process the District would take in the event of an emergency and how Staff has already made preparations.

**Financial Consultant Report**

*Item 5* – August 2021 Financials were presented by Brad Welebir.

**Legal Counsel Report**

*Item 8* – Steve Kennedy, Legal Counsel, mentioned that the Executive Order regarding the Brown Act amendments due to COVID are set to expire on September 30, 2021. Mr. Kennedy also stated that Staff is still waiting on the Service Agreement with the CA State Parks for the Cleghorn WWTP.

**General Manager Report**

*Item 9* - Report was presented by General Manager Dever. A presentation was provided by Operations Manager Scriven regarding the Seeley Creek Bar Screen.

**Directors Comments**

\* Director Wiessner stated that she is feeling like part of the team and realizes there is a lot to learn.

\* Vice Chairwoman Shubnell commented that it was nice to see Ben at the meeting, and has always had good experience with MTN Locations. She also thanked Ron for his presentation.

\* Chairman Philippe also thanked Ron for his presentation.

\* Director Nelsen requested a tour of Seeley Creek WWTP.

\* Director Fairbanks noted that the County has started the second inspections of properties for fire defense.

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**Future Meetings**

Regular Meeting – October 14 at 3:00 p.m.

**Future Agenda Items**

Auditor Report for 2020/21

Date for November meeting

**Adjournment**

The Board of Directors and Staff closed the meeting with a moment of silence in memory in honor of all the victims of the 9/11 attack.

Meeting adjourned 4:4 p.m.

**APPROVE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_ **DATE:** \_\_\_\_\_