

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

**Date/Time: November 4, 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 Assembly Bill 361 which amended certain provisions of the Brown Act regarding teleconference meetings during periods of statewide emergencies, and as a precaution to our Board of Directors, District staff, and general public as a result of the ongoing COVID-19 pandemic, 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 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  
Niki Wiessner, Director

**Board of Directors Present:**

Chairman Philippe, Chairman

**Crestline Sanitation District Employees Present:**

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

**Others Present via Zoom:**

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

**Approval of Agenda**

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

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

NOES: None ABSTAIN: None ABSENT: Chairman Philippe

**Public Comment\***

None

**Approval of Consent Calendar**

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

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

NOES: None ABSTAIN: None ABSENT: Chairman Philippe

**New Business**

**Items 3** – Resolution No. 081, pertaining to the amendment to the Brown Act concerning how the District conducts its’ meetings, was unanimously adopted by the Board. This resolution will allow the District to continue to conduct meetings as outlined in Executive Order N-29-20 for 30 days. Director Nelsen made the motion with a second from Director Fairbanks.

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

NOES: None ABSTAIN: None ABSENT: Chairman Philippe

**Item 4** – General Manager Dever explained the need to surplus Vehicle #206. Director Nelsen motioned to declare Vehicle #206, a 2004 Ford F150, surplus, authorizing the General Manager to send it to auction.

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

NOES: None ABSTAIN: None ABSENT: Chairman Philippe

**Financial Consultant Report**

**Item 5** – October 2021 Financial report was presented by Brad Welebir.

**Legal Counsel Report**

**Item 9** – None.

**General Manager Report**

**Item 9** - Report was presented by General Manager Dever.

**Directors Comments**

\* Director Nelsen noted that he was impressed on the training efforts, with regards to the confined space entry training class, as well as repairs that the Maintenance Staff had performed. Stating that the repairs were done professionally.

\* Vice Chairwoman Shubnell agreed with Director Nelson.

\*Director Wiessner mentioned that she had spoke with Senator Rosilicie Ochoa Bogh and was told that she would like to attend a meeting and could possibly assist with any SRF Loan questions.

**Future Meetings**

Regular Meeting – November 18, 2021 at 9:00 a.m.

**Future Agenda Items**

Bid proposals for Huston Creek WWTP project

**Adjournment**

Meeting adjourned 3:57 p.m.

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

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