

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

Date/Time: August 24, 2022 – 9:00 a.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 9:00 a.m. by Vice Chairwoman Shubnell 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

Board of Directors via Zoom:

Niki Wiessner, Director

Crestline Sanitation District Employees Present:

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

Others Present via Zoom:

Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy

Approval of Agenda

Director Fairbanks motioned to approve the Agenda. Vice Chair Shubnell seconded.

AYES: Directors; Philippe, Shubnell, Nelsen, Fairbanks, Wiessner

NOES: None ABSTAIN: None ABSENT: None

Public Comment* None

New Business

1. The Ad Hoc Committee, consisting of Vice Chair Shubnell and Director Nelsen, brought back the job description for the General Manager position with their changes. Legal Counsel Kennedy also had some recommendations. Director Nelsen motioned to approve the job description with the changes. The General Manager was directed to post the listing and job description internally.
AYES: Directors; Philippe, Shubnell, Nelsen, Fairbanks, Wiessner
NOES: None ABSTAIN: None ABSENT: None

2. No discussion or action taken.

Recess to Closed Session

The Board, Legal Counsel, and Management recessed to closed session at 9:22 a.m.

Reconvene to Open Session

The Board, General Manager and Legal Counsel reconvened to open session at 9:48 a.m.

Announcement of Reportable Closed Session Actions

No reportable actions.

Directors Comments

- * Director Nelsen thanked Legal Counsel Kennedy for his review and comments of the job description.
- * Chairman Philippe stated he looked forward to moving forward.
- * Vice Chairwoman Shubnell agreed with both Directors.

Future Meetings

- Special Meeting – August 29, 2022 at 3:00 p.m.
- Special Meeting – August 31, 2022 at 9:00 a.m.
- Regular Meeting – September 8, 2022 at 3:00 p.m.

Future Agenda Items

Adjournment

Meeting adjourned 9:54 a.m.

APPROVE: _____ DATE: _____

ATTEST: _____ DATE: _____