

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

**Date/Time: August 18, 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 9:01 a.m. by Vice Chairwoman Shubnell and was proceeded by the Pledge of Allegiance.

Board of Directors Present:

Penny Shubnell, Vice Chairwoman
Ken Nelsen, Director
Niki Wiessner, Director

Board of Directors via Zoom:

Chairman Philippe, Chairman
Sherri Fairbanks, Director

Crestline Sanitation District Employees Present:

Rick Dever, General Manager
Ron Scriven, Operations Manager
Dawn Grantham, Fiscal Assistant., Recording Secretary
David Crabtree, Maintenance Supervisor

Others Present via Zoom:

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

Approval of Agenda

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

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

NOES: None ABSTAIN: None ABSENT: None

Public Comment* None

Recess to Closed Session

The Board, Legal Counsel, and Management recessed to closed session at 9:05 a.m.

Reconvene to Open Session

The Board, General Manager and Legal Counsel reconvened to open session at 10:10 a.m.

Announcement of Reportable Closed Session Actions

After reviewing the current Job Description of the General Manager, the Board decided to create an Ad Hoc committee composed of Vice Chair Shubnell and Director Nelsen to make revisions to the Job Description.

No other announcements.

New Business

No actions were taken on the new business items other than what was reported from closed session.

Directors Comments

- * Chairman Philippe stated he looked forward to seeing the revisions at the next meeting.
- * Director Nelsen mentioned that he wants the job description to fit the needs of the District.
- * Director Wiessner commented that the description does need to be trimmed down.
- * Vice Chairwoman Shubnell noted that she appreciated everyone and that the Ad Hoc committee will meet prior to the next meeting.

Future Meetings

Special Meeting – August 24, 2022 at 9:00 a.m.

Regular Meeting – September 8, 2022 at 3:00 p.m.

Future Agenda Items

Adjournment

Meeting adjourned 10:16 p.m.

APPROVE: Matthew Shubnell DATE: 9/8/22

ATTEST: K. Nelsen DATE: 9-8-22