

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

**Date/Time: June 8, 2023 – 3:00 p.m.
Place: Crestline Sanitation District Office
24516 Lake Drive, Crestline, CA 92325**

Call to Order

The meeting was called to order at 3:00 p.m. by Chairman Nelsen and was proceeded by the Pledge of Allegiance.

Board of Directors Present:

Ken Nelsen, Chairman
Niki Wiessner, Director
Sherri Fairbanks, Director

Board of Directors Present Via Zoom:

Matthew Philippe, Vice Chairman

Board of Directors Absent:

Penny Shubnell, Director

Crestline Sanitation District Employees Present:

Ron Scriven, General Manager
Dawn Grantham, Asst. General Manager
Brandon Ricksecker, Operations Manager
Jeanette Nelsen, Fiscal Asst., Recording Secretary

Others Present:

Chuck Greely, CWEA President
Rick Dever, Volunteer Safety Officer, CSD
Ethan Power, Sr. Manager, Clear Solar
Brad Welebir, Financial Consultant; R.A.M.S.

Others Present via Zoom:

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

Approval of Agenda

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

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

NOES: None ABSTAIN: None ABSENT: Shubnell

Approval of Consent Calendar

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

AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks

NOES: None ABSTAIN: None ABSENT: Shubnell

Public Comment* None

New Business

Items 3 – California Water Environmental Association President Chuck Greely presented Rick Dever with the 2022 Supervisor of the Year Award.

Items 4 – Ethan Powers, Clear Solar, gave a solar presentation to the Board.

Items 5 – Director Fairbanks motioned to retain Smith Marion & Co. to perform the District's fiscal year audit for 2022-23 in an amount to not exceed \$13,000.00. The second came from Director Wiessner.

AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks

NOES: None ABSTAIN: None ABSENT: Shubnell

Item 6 – A quote from Sancon Technologies was provided to the Board from General Manager Scriven for slip-ling and manhole rehabilitation. Director Wiessner motioned to approve the quote for an amount not to exceed \$186,513.00 Director Fairbanks seconded the motion.

AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks

NOES: None ABSTAIN: None ABSENT: Shubnell

Item 7 – Resolution No. 102 Establishing a Policy for District Reserves for FY 2023-24 was adopted by a motion from Director Fairbanks and a second by Director Wiessner.

AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks

NOES: None ABSTAIN: None ABSENT: Shubnell

Item 8 – Resolution No. 103 Establishing an Investment Policy for Public Funds for FY 2023-24 was adopted by a motion from Director Wiessner and a second by Director Fairbanks.

AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks

NOES: None ABSTAIN: None ABSENT: Shubnell

Item 9 – Resolution No. 104 Establishing and Appropriations Limit for FY 2023-24 was adopted by a motion from Director Wiessner and a second by Director Fairbanks.

AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks

NOES: None ABSTAIN: None ABSENT: Shubnell

Item 10 – A Public Hearing for Confirmation of the Report of Delinquent Sewer User Charges and Standby Charges and Providing for Collection on the 2023-24 Tax Roll was opened. Hearing no comments, the Public Hearing was closed.

Item 11 – A Public Hearing for the Establishment and Continuation of Collection of Sewer Standby and Availability Charges for Fiscal Year 2023-24 was opened. Hearing no comments, the Public Hearing was closed

Item 12 – Resolution No. 105 Confirming the Report of Delinquent Sewer User Charges and Providing for Collection on the 2023-24 Tax Roll and Authorizing the Establishment and Continuation of Sewer Standby and Availability Charges for Fiscal Year 2023-24 was adopted. The motion to adopt came by Director Fairbanks, with a second by Director Wiessner.
AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks
NOES: None ABSTAIN: None ABSENT: Shubnell

Item 13 – Director Wiessner motioned to discharge from accountability certain inactive debit balance accounts in the amount of \$4,237.65. Director Fairbanks seconded the motion.
AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks
NOES: None ABSTAIN: None ABSENT: Shubnell

Old Business

Item 14 – Discussion was held regarding the 2023-24 Capital Improvement Projects (CIP) budget. A draft version of the CIP budget was presented by Staff and Brad Welebir from RAMS. The motioned to approve the CIP budget as presented came by Director Fairbanks, with a second by Director Wiessner.
AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks
NOES: None ABSTAIN: None ABSENT: Shubnell

Financial Consultant Report

Item 15 – The Financial Report for May 2023 was presented by Brad Welebir.

Legal Counsel Report

Item 16 – None.

Houston Creek Waste Water Treatment Plant Construction Progress Report

Item 17 – Scriven, Grantham, and Ricksecker provided the Board with a construction progress report and PowerPoint presentation.

General Manager Report

Item 18 – Report was presented by General Manager Scriven, included a PowerPoint presentation regarding Nitrate in wells with Ricksecker.

Recess to Closed Session

The Board, Legal Counsel, and Management recessed to closed session at 4:05 p.m.

Reconvene to Open Session

The Board, Legal Counsel, and Management reconvened to open session at 5:53 p.m.

Announcement of Reportable Closed Session Actions

None

Directors Comments

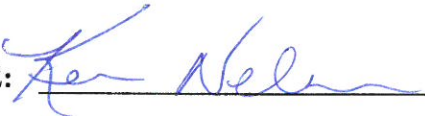
- * Vice Chairman Philippe thanked Ron and Brandon for PowerPoint presentation regarding the nitrate levels in the water.
- * Director Fairbanks enjoyed her tour of the Houston Creek Plant and thanked Brandon. Thanked the staff for an overall good job.
- * Director Wiessner loved seeing the progress from the Houston Creek Construction. Thanked the staff for a job well done.
- * Chairman Nelsen agreed with Vice Chairman Philippe on the PowerPoint presentation regarding the nitrate.

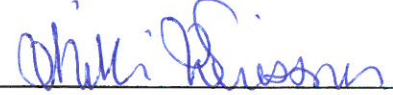
Future Agenda Items

Negotiations
Emergency Plan for Crestline Sanitation District
Strategic Plan

Adjournment

Meeting adjourned 6:03 p.m.

APPROVE:  DATE: 8-10-23

ATTEST:  DATE: 8-10-23