

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

Date/Time: October 12, 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
Penny Shubnell, Director

Board of Directors Present Via Zoom:

Matthew Philippe, Vice Chairman

Crestline Sanitation District Employees Present:

Dawn Grantham, Interim General Manager
Brandon Ricksecker, Operations Manager
Jeanette Nelsen, 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 Shubnell motioned to approve the Agenda. Director Fairbanks seconded.

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

NOES: None ABSTAIN: None ABSENT: None

Approval of Consent Calendar

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

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

NOES: None ABSTAIN: None ABSENT: None

Public Comment* None

New Business

Items 3 – Dedicating the Huston Creek Plant Construction Project Upgrade in Memory of Ron Scriven was approved by a motion from Director Shubnell and a second by Director Wiessner.

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

NOES: None ABSTAIN: None ABSENT: None

Items 4 – Proposal from Bartle Wells Associates Regarding a Rate Study was approved by a motion from Director Fairbanks and a second by Director Wiessner to not exceed \$60,000.

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

NOES: None ABSTAIN: None ABSENT: None

Financial Consultant Report

Item 5 – The Quarterly Report and monthly Financial Report for September 2023 were presented by Brad Welebir.

Legal Counsel Report

Item 6 – Legal Counsel Kennedy informed the Board on the approval and signing of Assembly Bills 557.

Houston Creek Waste Water Treatment Plant Construction Progress Report

Item 7 – Grantham provided the Board with a construction progress report and financial update.

Manager Report

Item 8 – Report was presented by Interim General Manager Grantham.

Operations Manager Report

Item 9 - Report was presented by Operations Manager Ricksecker.

Recess to Closed Session

The Board, Legal Counsel, and Management recessed to closed session at 3:42 p.m.

Reconvene to Open Session

The Board, Legal Counsel, and Management reconvened to open session at 4:23 p.m.

Announcement of Reportable Closed Session Actions

The Board unanimously appointed Dawn Grantham as the General Manager.

Directors Comments

- * Director Shubnell congratulated Dawn Grantham
- * Director Wiessner agreed in congratulating Dawn Grantham.
- * Director Fairbanks also agreed in congratulating Dawn Grantham.
- * Vice Chair Philippe also congratulated Dawn Grantham and thanked the staff for their support.
- * Chairman Nelsen also congratulated Dawn Grantham, perfect fit for the District and looking forward to working with Dawn.

Future Meetings

Tuesday, October 31 at 8:00 am

Thursday, November 9 at 3:00 pm

Future Agenda Items
General Manager Job Performance
General Manager Contract
Audit Report

Adjournment
Meeting adjourned 4:29 p.m.

APPROVE: _____ **DATE:** _____

ATTEST: _____ **DATE:** _____