

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

**Date/Time: November 9, 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
Matthew Philippe, Vice Chairman
Niki Wiessner, Director
Sherri Fairbanks, Director

Board of Directors Absent:

Penny Shubnell, Director

Crestline Sanitation District Employees Present:

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

Others Present:

Brad Welebir, Financial Consultant; R.A.M.S

Others Present via Zoom:

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

Approval of Agenda

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

AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks

NOES: None ABSTAIN: None ABSENT: Shubnell

Approval of Consent Calendar

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

AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks

NOES: None ABSTAIN: None ABSENT: Shubnell

Public Comment* None

New Business

Items 3 – Brad Welebir presented a PowerPoint and draft Audit report for the 2022/23 fiscal year audit on behalf of Smith Marion & Co. The report showed that there were no findings. The Directors voted unanimously to accept the audit results.

AYES: Directors; Nelsen, Philippe, Wiessner, Fairbanks

NOES: None ABSTAIN: None ABSENT: Shubnell

Items 4 – Resolution No. 109 Authorizing Investments of Monies in the Local Agency Investment Fund 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

Financial Consultant Report

Item 5 – The Multi-Year Summary Report and monthly Financial Report for October 2023 were presented by Brad Welebir.

Legal Counsel Report

Item 6 – None.

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 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 3:52 p.m.

Reconvene to Open Session

The Board, Legal Counsel, and Management reconvened to open session at 5:01 p.m.

Announcement of Reportable Closed Session Actions

The Board unanimously appointed Dawn Grantham as General Manager. Her employment contract was also agreed upon for a period of 5 years.

Directors Comments

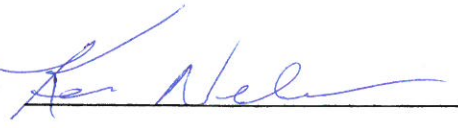
- * Vice Chair Philippe enjoyed his tour of the Houston Creek Plant.
- * Director Wiessner thanked Brandon for a great report. Congratulated Dawn Grantham.
- * Director Fairbanks agreed in congratulating Dawn Grantham.
- * Chairman Nelsen thanked Dawn Grantham. He also informed the Directors of the passing of a former General Manager Kathy Whalen.

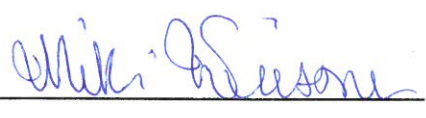
Future Meetings

Thursday, January 11 at 3:00 pm

Adjournment

Directors closed the meeting in memory of Mike Morris.
Meeting adjourned 5:10 p.m.

APPROVE:  DATE: 1-11-24

ATTEST:  DATE: 1-11-24