

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

**Date/Time: May 30, 2024 – 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  
Penny Shubnell, Director  
Sherri Fairbanks, Director

**Crestline Sanitation District Employees Present:**

Dawn Grantham, 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 Fairbanks motioned to approve the Agenda. Director Shubnell seconded.

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

NOES: None ABSTAIN: None ABSENT: None

**Public Comment\***

No public comments were made

**Old Business**

**Item 1** – After a discussion and update regarding the Fiscal Year 2024-25 Budget (Draft #6) it was approved by a motion from Director Philippe and a second by Director Wiessner.

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

NOES: None ABSTAIN: None ABSENT: None

## **New Business**

**Item 2** – Resolution No. 111 Establishing a Policy for District Reserves for FY 2024-25 was adopted by a motion from Director Philippe and a second by Director Wiessner.

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

NOES: None ABSTAIN: None ABSENT: None

**Item 3** – Resolution No. 112 Establishing an Investment Policy for Public Funds for FY 2024-25 was adopted by a motion from Director Wiessner and a second by Director Shubnell.

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

NOES: None ABSTAIN: None ABSENT: None

**Item 4** – Resolution No. 113 Establishing and Appropriations Limit for FY 2024-25 was adopted by a motion from Director Fairbanks and a second by Director Wiessner.

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

NOES: None ABSTAIN: None ABSENT: None

**Item 5** – Director Shubnell motioned for the District to Surplus the 2008 Ford F250 (Diesel). Director Wiessner seconded.

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

NOES: None ABSTAIN: None ABSENT: None

**Items 6** – Regarding the purchase of a 2024 Ford Fiscal Year 2024/25, after a discussion it will be placed on the agenda for June 13, 2024 Board Meeting.

## **Recess to Closed Session**

The Board, Legal Counsel, and Management recessed to closed session at 3:40 p.m.

## **Reconvene to Open Session**

The Board, Legal Counsel, and Management reconvened to open session at 4:15 p.m.

## **Announcement of Reportable Closed Session Actions**

None

## **Directors Comments**

- \* Vice Chairman Philippe thanked Dawn for the final budget draft.
- \* Director Shubnell was thankful so much was accomplished this meeting.
- \* Director Wiessner looking forward to hearing about the truck next meeting.
- \* Director Fairbanks thanked the staff for all the year-end work, especially the budget.
- \* Chairman Nelsen agreed with Director Fairbanks, and thanked staff for getting the budget together, second year in a row it was passed before the June meeting.

**Future Meetings**

Thursday, June 13 at 3:00 pm

**Future Agenda Items**

Vehicle Purchase

Audit Proposal

Collection of Delinquent Sewer Use Charges and Standby Charges (Property Tax Roll)

Radio/Pager Update

**Adjournment**

Meeting adjourned 4:22 p.m.

**APPROVE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_ **DATE:** \_\_\_\_\_