

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

**Date/Time: May 9, 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 via Zoom:**

Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy  
Brad Welebir, Financial Consultant; R.A.M.S

**Approval of Agenda**

General Manager Grantham requested a motion to amend the agenda by adding a new business item regarding a Proposal for Engineering Services for the Hillside Stabilization for the Seeley Plant Access Road. Director Philippe motioned to amend and approve the agenda. Director Shubnell seconded.

AYES: Directors; Nelsen, Philippe, Wiessner, Shubnell, Fairbanks  
NOES: None ABSTAIN: None ABSENT: None

**Approval of Consent Calendar**

Director Philippe 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

**Proposal for Engineering Services for the Hillside Stabilization-** Director Philippe motioned to approve the added bid from Webb to the budget and also be able to pull from the emergency fund. Director Wiessner seconded.

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

NOES: None ABSTAIN: None ABSENT: None

**Budget Workshop** - Two draft of the 2024/2025 Budget were presented by Dawn Grantham and Brad Welebir from RAMS. Version A included a possible rate increase, while B did not. The Board chose to wait until after the Public Hearing to approve a budget.

### **Financial Consultant Report**

*Item 4* – The Financial Reports for April 2024 were presented by Brad Welebir.

### **Houston Creek Waste Water Treatment Plant Construction Progress Report**

*Item 6* – General Manager Grantham provided the Board with a construction progress report and financial update.

### **Manager Report**

*Item 7*– Report was presented by General Manager Grantham.

### **Operations Manager Report**

*Item 8* - Report was presented by Operations Manager 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 4:25 p.m.

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

None

### **Directors Comments**

- \* Director Fairbanks thanked Dawn and Brandon for taking the Science Club on a tour of the plant. She congratulated Brandon on passing his test.
- \* Director Wiessner also congratulated Brandon. She also mentioned she would like the District to review and update the Emergency Plan to be presented at a future meeting.
- \* Vice Chair Philippe also congratulated Brandon.
- \* Chairman Nelsen also congratulated Brandon and thanked Dawn for her work on the budget.

**Future Meetings**

Thursday, May 23 at 3:00 pm (Public Hearing)  
Thursday, May 30 at 3:00 pm (Special Meeting)  
Thursday, June 13 at 3:00 pm

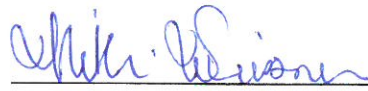
**Future Agenda Items**

Public Hearing  
Budget Workshop  
Radio/Pager Update  
Emergency Plan (October)

**Adjournment**

Meeting adjourned 4:37 p.m.

APPROVE:  DATE: 6-13-24

ATTEST:  DATE: 6-13-24