

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

Date/Time: October 12, 2017 – 3:00 p.m.

Place: Crestline Sanitation District Office
24516 Lake Drive
Crestline, CA 92325

Board of Directors Present:

Penny Shubnell, Vice Chairwoman
Ken Nelsen, Director
Sherri Fairbanks, Director
Jack Winsten, Director

Board of Directors Absent:

Matthew Philippe, Chairman

Crestline Sanitation District Employees Present:

Rick Dever, General Manager
Ron Scriven, Operations Manager
Dawn Grantham, Fiscal Asst., Recording Secretary

Others Present:

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

Call to Order

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

Approval of Agenda

Prior to the approval of the Agenda, General Manager Dever recommended to place a new urgent item on the Agenda for Discussion and Possible Action. Director Winsten motioned to approve the Agenda with the addition of the new item. Director Fairbanks seconded the motion.

AYES: Vice Chairwoman Shubnell, Director Nelsen,

Director Fairbanks, Director Winsten

NOES: None, ABSTAIN: None

ABSENT: Chairman Philippe

Public Comment* None

**Comments made by members of the public are representative of their views and opinions only. Claims and assertions made during Public Comment are accepted without regard to accuracy and are accepted in accordance with Public Comment rules as outlined in state law. Statements made by the public during Crestline Sanitation District Board of Directors meetings do not necessarily reflect the views or opinions of individual Board of Directors or the council as a whole*

Approval of Consent Calendar

Director Winsten motioned to approve the Consent Calendar, seconded by Director Fairbanks.

AYES: Vice Chairwoman Shubnell, Director Nelsen,
Director Fairbanks, Director Winsten
NOES: None, ABSTAIN: None
ABSENT: Chairman Philippe

New Business

Item 3 – Regarding the Emergency Response Plan, General Manager Dever presented a PowerPoint illustrating the District's plans and emergency equipment. He stated that the plan is reviewed annually. The District does not use chlorine gas, has a new backhoe, new generator, tanker truck, and contracts with local pumpers for emergencies. The District has Conex boxes to hold emergency supplies. Director Nelsen asked what is in the Conex boxes, GM Dever stated that they contain a dozen couplings (different sizes), hoses, and pump adapters. The District's Lift Stations, Forest Shade and Lake Gregory, can be used for emergency by-pass and do have generators. Along with extensive training and tailgates, the District has also implemented multiple Standard Operating Procedures (SOP's). Director Nelson asked if the District has Mountain Mutual Aid with other districts and utilities, GM Dever responded no, but do have a working relationship with the fire department and sheriff's department. Director Fairbanks noted that it would be a good idea to have a presentation, at a future meeting, by Rim Communities COAD, a resource group that helps in disasters from Crestline to Green Valley Lake.

Item 3a – *This item was added on prior to the approval of the agenda;* GM Dever announced that a small break on the Districts' Outfall Line had occurred. He explained that the Districts' crew had gone out on the alarm and quickly quarantined the disinfected secondary effluent, and did not reach Lake Silverwood. Discussion on possibly replacing a certain section and amounts brought the Director's to recommend the GM obtain quotes for replacement pipes. Director Winsten recommended soil sampling. Director Nelsen noted the soil may not be compacted properly, causing the pipe to move slightly, since it is the second time at that location. Director Winsten suggested having a special meeting to review costs and contractors.

Financial Consultant Report

Item 4 - September 2017 financials, the Quarterly Investment Report, and Multi-Year Summary of Financial Statements were presented by Brad Welebir, R.A.M.S. Welebir

Legal Counsel Report

Item 5 – None

General Manager Report

Item 6 - Report was presented by General Manager Dever

Las Flores Ranch Committee Report (Ad Hoc)

Item 7 - None

Closed Session

The Board, Management and Legal Counsel recessed to closed session at 3:25 p.m. and returned to open session at 4:25 p.m. with no reportable actions.

Directors Comments

Director Fairbanks commended staff on the work done at the break site.

Director Nelsen noted that staff worked on the outfall break in 12 to 15 hour shifts and is appreciated.

Director Winsten stated he appreciated the work done by Staff for all of their efforts on the line break.

Vice Chairwoman concurred with the Director's.

Future Meeting

Special Meeting: TBD

November 9, 2017 at 3:00 p.m.

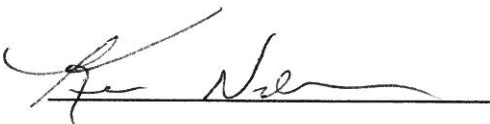
Future Agenda Items

Fiscal Year 2016/17 Draft Audit

Adjournment

Meeting adjourned 4:30 p.m.

APPROVE:  DATE: 11/9/17

ATTEST:  DATE: 12-14-17