

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

**Date/Time:** March 10, 2016 – 3:00 p.m.  
**Place:** Crestline Sanitation District Office  
24516 Lake Drive  
Crestline, CA 92325

**Board of Directors Present:**

Matthew Philippe, Chairman  
Penny Shubnell, Vice Chairman  
Ken Nelsen, Director  
Jack Winsten, Director

**Board of Directors Arrived Absent:**

Sherri Fairbanks, Director

**Crestline Sanitation District Employees Present:**

Mark Pattison, General Manager  
Rick Dever, Operations Manager  
Dawn Grantham, Accountant/Bookkeeper, Recording Secretary  
David Crabtree, Maintenance Worker II

**Others Present:**

Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy  
Scott Manno, Financial Consultant, R.A.M.S.  
Steve Jepsen, Senior Project Manager; Dudek  
Phillip Giori, Project Engineer, Dudek

**Call to Order**

The meeting was called to order at 3:03 p.m. by Chairman Philippe and was proceeded by the Pledge of Allegiance.

**Approval of Agenda**

Director Nelsen made the motion to approve the Agenda.

Vice Chairman Shubnell seconded. The motion passed.

AYES: Chairman Philippe, Vice Chairman Shubnell,  
Director Nelsen, Director Winsten

NOES: None

ABSENT: Director Fairbanks

ABSTAIN: None

**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 with a second by Vice Chairman Shubnell.

AYES: Chairman Philippe, Vice Chairman Shubnell,  
Director Nelsen, Director Winsten

NOES: None

ABSENT: Director Fairbanks

ABSTAIN: None

### **New Business**

*Item 3-* Resolution No. 038 for an agreement with Sancon Technologies, Inc. for the Sliplining and Manhole Rehabilitation Project Phase III along with a quote from Sancon Technologies, Inc. was presented to the Board for approval. Maintenance Worker II, David Crabtree, explained what areas the project will focus on this year. Crabtree explained how important the sliplining is to the sewer lines, giving them a longer life and sealing cracks where root intrusion has occurred. Sliplining also reduces the I&I that affects the flow to the treatment plants. The District created the Resolution to have a Sole Source Agreement with Sancon Technologies, Inc. since they are familiar with the mountain sewer lines and have worked with the District for 15 years with these types of projects. Director Nelsen noted the amount of the quote was higher than the budget line in the amount of \$452,000. Director Nelsen recommended increasing the budget amount of \$200,000.00 to \$210,500.00 as unforeseeable events may occur. Director Nelsen motioned to approve Resolution No. 038 with that change, with a second by Director Winsten. The motion was approved 4-0-1.

AYES: Chairman Philippe, Vice Chairman Shubnell,  
Director Nelsen, Director Winsten

NOES: None

ABSENT: Director Fairbanks

ABSTAIN: None

*Item 4-* Phillip Giori and Steve Jepsen, Dudek Inc., presented a proposal to prepare a Title 22 Engineering Report to the Board of Directors. The report will be sent for approval to the Division of Drinking Water and the Regional Water Quality Control Board to supply disinfected secondary-23 water for the purposes of dust control. Vice Chairman Shubnell asked how long the process is to get the report approved. Giori stated about three (3) months. Discussion between the Board and Dudek Inc., discussed safety issues, future permits and more frequent coliform testing. Director Nelsen motioned to approve the proposal by Dudek Inc., to prepare the Title 22 Engineering Report. The motion was seconded by Chairman Philippe, passing with a vote of 4-0-1.

AYES: Chairman Philippe, Vice Chairman Shubnell,  
Director Nelsen, Director Winsten

NOES: None

ABSENT: Director Fairbanks

ABSTAIN: None

**Financial Consultant Report**

January 2016 financials were presented to the Board of Directors by Scott Manno, R.A.M.S.

**Legal Counsel Report**

None

**General Manager Report**

Report was presented by General Manager Pattison

**Las Flores Ranch Committee Report (Ad Hoc)**

None

**Directors Comments**

Chairman Philippe thanked staff for applying and moving up in job positions, and would like to see the District continue in that path.

Director Nelsen stated he appreciated the slipping information provided by David Crabtree.

**Closed Session**

The Board, Managers, and Legal Counsel adjourned to closed session at 4:05 p.m., returning to Open Session at 5:02 p.m.

**Announcement of Closed Session Items**

CONFERENCE WITH LABOR NEGOTIATORS - **None to report**

CONFERENCE WITH LEGAL COUNSEL– EXISTING LITIGATION- **None to report**

**Future Meetings**

A Strategic Plan Workshop - March 24, 2016 at 2:30 p.m.

Regular Meeting of the Board April 14, 2016 at 3:00 p.m.

**Adjournment**

Vice Chairman Shubnell motioned to adjourn, with a second by Director Nelsen. Meeting adjourned 5:20 p.m.

AYES: Chairman Philippe, Vice Chairman Shubnell,  
Director Nelsen, Director Winsten

NOES: None

ABSENT: Director Fairbanks

ABSTAIN: None

**APPROVE:**

 **DATE:** 4/14/16

**ATTEST:**

 **DATE:** 4-14-16