

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

Date/Time: November 13, 2014 – 3:00 p.m.

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

Board of Directors Present:

Penny Shubnell, Vice Chairman
Sherri Fairbanks, Director
Jack Winsten, Director
Ken Nelsen, Secretary

Board of Directors Absent:

Matthew Philippe, Chairman

Crestline Sanitation District Employees Present:

Mark Pattison, General Manager
Rick Dever, Operations Manager
Dawn Grantham, Accountant/Bookkeeper, Recording Secretary

Others Present:

Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy
Dorinda Sullivan, Library/Media Technician, Lake Arrowhead Elementary

Call to Order

The meeting was called to order at 4:30p.m. by Vice Chairman Shubnell and was proceeded by the Pledge of Allegiance.

Approval of Agenda

Vice Chairman Shubnell called for a motion to approve the agenda.

Director Winsten made the motion to approve the Agenda.

Secretary Nelsen seconded. The motion passed.

AYES: Vice Chairman Shubnell, Director Fairbanks,
Director Nelsen, Secretary Winsten

NOES: None

ABSENT: Chairman Philippe ABSTAIN: None

Approval of Consent Calendar

Vice Chairman Shubnell called for a motion to approve the consent calendar.

Secretary Nelsen made the motion to approve the consent calendar.

Director Winsten seconded. The motion passed.

AYES: Vice Chairman Shubnell, Director Fairbanks,
Director Winsten, Secretary Nelsen

NOES: None

ABSENT: Chairman Philippe 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*

New Business

- *Item 3* - A donation for the purchase of 12 books to be distributed evenly to Rim of the World Unified School District elementary schools was unanimously approved with a motion by Director Winsten and seconded by Secretary Nelsen. Dorinda Sullivan Library/Media Technician, Lake Arrowhead Elementary spoke to the Board of Directors regarding the book titled "Toilet: How it Works" by David Macaulay. The nonfiction book explains the workings of the toilet and elementary basics of a septic system. The book is part of the Accelerated Reading Program requiring a test after reading. The total cost approved by the Board was \$176.78 and will have a label on the inner cover stating the donation was from Crestline Sanitation District.

AYES: Vice Chairman Shubnell, Director Fairbanks,
Director Winsten, Secretary Nelsen

NOES: None

ABSENT: Chairman Philippe ABSTAIN: None

- *Item 4* - The Board of Directors unanimously approved the proposal to recoat the Interior and Exterior of Huston Creek Waste Water Treatment Plant's Thickner. It was stated by General Manager Pattison that due to the age of the current coating it is beginning to rust and could create a hazard. He also stated that to replace the thickner would be very costly and since the thickner is still in good condition the recoating will give it a longer life span. Director Winsten motion to approve and Secretary Nelsen seconded with an amount not to exceed \$21,900.00. This amount approves the quote set at \$16,900.00 and \$4000.00 in case of heating cost as the temperature will need to be at 60°F or above.

AYES: Vice Chairman Shubnell, Director Fairbanks,
Director Winsten, Secretary Nelsen

NOES: None

ABSENT: Chairman Philippe

ABSTAIN: None

- *Item 5* - Operations Manager Dever presented the District's Emergency Preparedness Plan, which is updated annually. Pictures showing different way the District is utilizing the Plan were presented. The District practices emergency training to assure staff is aware of what will be required during any emergency.

Financial Consultant Report

Financials were presented for September 2014.

Legal Counsel Report

No reports were presented.

General Manager Report

General Manager Mark Pattison presented the Manager's Report for October 2014. He also commented on the disinfected secondary effluent outfall line break on November 5, 2014, stating that the break was quickly repaired and no disinfected effluent reached Lake Silverwood.

Engineering Committee Report (Ad Hoc)

No reports were presented.

Directors Comments

Director Fairbanks commended the District Staff on work done during the outfall line break on November 5, 2014.

Director Nelsen noted that he walked the line at the line break site and witnessed the repairs at the outfall line. He stated he was impressed at how the crew built make shift dams to assure the disinfected effluent would not reach Lake Silverwood, while only utilizing soil indigenous to the areas as to not disturb the natural surroundings.

Vice Chairman Shubnell thanked General Manager Pattison for the quick calls to all Board Members and to the agencies requiring notification.

Secretary Winsten expressed that the Emergency Preparedness Plan proves to be effective as it was utilized in the outfall line break.

Correspondence

None

Future Meetings

Thursday, December 11, 2014 at 3:00 p.m. (Regular Meeting)

Future Agenda Items

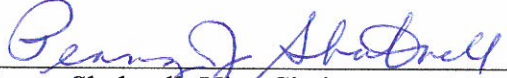
District Audit
Sunshine Ordinance

Crestline Sanitation District
Minutes – Board of Directors Meeting
Page Four
November 13, 2014

Adjournment

Vice Chairman Shubnell motioned to adjourn. Meeting adjourned at 5:30 p.m.


APPROVE:



Penny Shubnell, Vice Chairman

Date: 1-8-15

ATTEST:



Ken Nelsen, Secretary

Date: 1-8-15