

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

Date/Time: October 9, 2014 – 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
Sheri Fairbanks, Director
Jack Winsten, Director
Ken Nelsen, Secretary

Crestline Sanitation District Employees Present:

Mark Pattison, General Manager
Rick Dever, Operations Manager
Dawn Grantham, Accountant/Bookkeeper, Recording Secretary
Jordan Dietz, Electro-Mechanical Specialist
Jim Schlichting, Maintenance Mechanic

Others Present:

Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy
Phil Waller, Financial Consultant, R.A.M.S.
Kenneth Stone, Crestline Village Water, Board Director

Call to Order

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

Approval of Agenda

Chairman Philippe called for a motion to approve the agenda.

Director Fairbanks made the motion to approve the Agenda.

Vice Chairman Shubnell seconded. The motion passed with a vote of 5-0.

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

NOES: None

ABSENT: None

ABSTAIN: None

Approval of Consent Calendar

Chairman Philippe called for a motion to approve the consent calendar.

Director Winsten made the motion to approve the consent calendar.

Director Fairbanks seconded. The motion passed with a vote of 5-0.

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

NOES: None

ABSENT: None

ABSTAIN: None

Public Comment*

Jim Schlichting, CSD Maintenance Mechanic, brought information about the purchase of a new Dump Truck to replace the 30 year old truck the District currently utilizes. He stated the reason to bring the purchase up now was due to an expected increase in pricing in the next month or so. The Dump Truck is currently on the District's CIP list for 2014/2015 FY. The Board of Directors stated that a Special Meeting will be held in October and instructed General Manager Pattison to place it on the Agenda for Discussion and Possible Action.

**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 SCADA update was presented by Jordan Dietz, Electro-Mechanical Specialist. Radios are being worked on for the system and the District is currently looking for areas for the radio towers. All data from the SCADA will be backed up to a server and for redundancy also backed up to a secondary server, and if failure of both the data may be backed up to "the cloud".

- *Item 4* - A quote for SCADA accessories was presented. The purchase was budgeted in the District's CIP list for 2014/2015 FY. The accessories included Controllers and Server Software. Secretary Nelsen recommended approval of the purchase to not exceed \$35, 419.13, but then amended the amount to \$35,600.00 due to unknown freight cost. Vice Chairman seconded, and was approved with a vote of 5-0.

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

NOES: None

ABSENT: None

ABSTAIN: None

- *Item 5* - A date to review the District's Strategic Plan is set for October 30, 2014 at 2:00 p.m. A Special Meeting Agenda will be created.

Old Business

- *Item 6* - Proposals for a Rate Study were presented to the Board of Directors. After review no action was taken and a Special Meeting will be held to discuss and possibly act on October 30, 2014 at 2:00 p.m.
- *Item 7* - Resolution 031, Establishing an Investment Policy for Public Funds, was presented to the Board of Directors. Financial Advisor Waller explained the new Resolution will replace Resolution 015. Director Winsten motioned to accept Resolution 031, Vice Chairman seconded, passing with a vote of 5-0.

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

NOES: None

ABSENT: None

Financial Consultant Report

Financials were presented for August 2014.

Legal Counsel Report

No reports were presented.

General Manager Report

General Manager Mark Pattison presented the Manager's Report for September 2014.

Engineering Committee Report (Ad Hoc)

No reports were presented.

Directors Comments

Director Fairbanks noted that on October 25 - 26, 2014 Mountain Rim will be having "Chipper Day" at the Chamber of Commerce building.

Director Nelsen thanked Jordan Dietz for his update and Jim Schlichting for bringing the Dump Truck information.

Chairman Philippe stated he is looking forward to the Strategic Plan Workshop.

Vice Chairman Shubnell thanked Jordan Dietz and Jim Schlichting. She also noted that on October 18, 2014 tickets will be selling for "Friends of the Library" and on October 25, 2014 the town will be having the annual trick-or-treat events.

Secretary Winsten thanked everyone for their hard work. He also stated he will be participating in the annual "Plunge in Lake Arrowhead" the first Saturday of February 2015 and will benefit Operation Provider Rebuild.

Correspondence

None

Future Meetings

Thursday, October 30, 2014 at 2:00 p.m. (Special Meeting)

Future Agenda Items

Request to Purchase a Dump Truck
Rate Study Proposals
Strategic Plan Workshop

Adjournment

Chairman Philippe motioned to adjourn, Vice Chairman Shubnell motioned, Director Fairbanks seconded. The motion passed with a vote of 5-0. Meeting adjourned at 4:13 p.m.

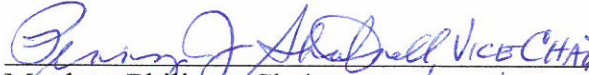
Ayes: Chairman Philippe, Vice Chairman Shubnell, Director Winsten,
Director Fairbanks, Secretary Nelsen

Noes: None

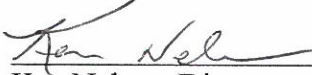
Absent: None

Abstain: None

APPROVE:

 **Date:** 11-13-14
~~Matthew Philippe, Chairman~~
Penny Shubnell, Vice Chairman

ATTEST:

 **Date:** 11-13-14
Ken Nelsen, Director