

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

**Date/Time: September 11, 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, Director

**Crestline Sanitation District Employees Present:**

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

**Others Present:**

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

**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, Director Winsten

NOES: None

ABSENT: None

ABSTAIN: None

### **Approval of Consent Calendar**

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

Vice Chairman Shubnell 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, Director Nelsen

NOES: None

ABSENT: None

ABSTAIN: None

### **Public Comment\***

Gail Fry, Staff Writer with The Alpenhorn News, noted that the article publicized in the 08/28/14 - 09/04/14 edition stated “Lahontan finds sanitation district in violation” was clarified in the 09/11/14 - 09/17/14 edition, stating the violation was for the owners of Las Flores Ranch NOT Crestline Sanitation District.

*\*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* - General Manager Pattison recommended purchasing a portable generator from Yale/Chase Power Systems for Huston Creek Waste Water Treatment Plant, stating the purchase of the generator will decrease the possibility of violations. GM Pattison noted that during a severe power outage the plant and its' belt press may not be operable, yet with a generator it will be able to continue treatment. A portable generator was recommended in case it is need at other District plants or lift stations. GM Pattison noted the comparison of purchasing versus renting a generator stating that during severe weather a generator may not be able to be delivered. The purchase of a portable generator, not to exceed \$80,713.80, was unanimously approved by the Board of Directors. Director Nelsen made the motion and was seconded by Vice Chairman Shubnell.

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

NOES: None

ABSENT: None

ABSTAIN: None

**New Business (cont.)**

- *Item 4* - A “Sole Source Contract” written by the District’s legal advisor, was approved by the Board of Directors. This contract will be issued to Sancon Technologies for the District’s Slip Lining Project. Due to timing issues, with weather expected to change soon, the expertise of the contractor, and cost; General Manager recommended the contract. Maintenance Worker II Dave Crabtree showed a map outlining the areas of most concern for this year; he explained that these areas will be repaired first. The areas affected are areas in Assessment District 1, small areas of Valley of Enchantment, and a section at the Huston Creek Waste Water Treatment Plant. This will be Phase II of the slip lining plan for Crestline. GM Pattison stated that corroded manholes and channels will be repaired as well. The Board of Directors unanimously approved the “Sole Source Contract” and allowing the slip lining budget of \$200,000.00 and manhole budget repairs of \$100,000.00 be combined as a whole in the occurrence of a need for excessive repairs.

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

NOES: None

ABSENT: None

ABSTAIN: None

- *Item 5* - Financial Consultant Phil Waller, R.A.M.S., recommended the adoption of a revised Investment Policy for Public Funds. Waller handed the Directors a draft Policy for review. This item will be further reviewed at the Board of Directors regular meeting October 9, 2014. \*No action taken at this time.

**Financial Consultant Report**

Financials were presented for July 2014. End of Fiscal Year report planned for a future Meeting of the Board.

**Legal Counsel Report**

No reports were presented.

**General Manager Report**

General Manager Mark Pattison presented the Manager’s Report for August 2014. Kenneth Stone asked about the violation from Lahontan. GM Pattison noted the correction and stated the District was not cited for any violations.

**Engineering Committee Report (Ad Hoc)**

Director Nelsen noted that Dudek, chosen for the District’s Effluent Management Plan, has now met with W. L. Troxel and Associates, and the Ad Hoc Committee and will begin working together.

**Directors Comments**

Director Winsten congratulated the Operation Manager Dever on the CWEA award.

Vice Chairman congratulated the District as well, and thanked MWII Crabtree for his explanation on the Slip Lining Project Phase II.

Chairman Philippe thanked the District on its' hard work.

Director Nelsen also thanked the District and MWII Crabtree.

Director Fairbanks congratulated OM Dever, and thanked MWII Crabtree for his work.

**Correspondence**

None

**Closed Session**

The Board of Directors adjourned to closed session at 5:42 p.m. and reconvened at 6:23 p.m.  
No reportable action was taken.

**Future Meetings**

Thursday, October 9, 2014 at 3:00 p.m. (Regular Meeting)

**Future Agenda Items**

*October 2014*

Resolution 031

Rate Study Proposals

**Adjournment**

Chairman Philippe motioned to adjourn, Director Fairbanks seconded. The motion passed with a vote of 5-0. Meeting adjourned at 3:55 p.m.

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

Noes: None

Absent: None

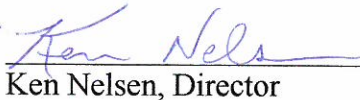
Abstain: None

**APPROVE:**

  
Matthew Philippe, Chairman

Date: 10/9/14

**ATTEST:**

  
Ken Nelsen, Director

Date: 10-9-14