

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

**Date/Time: January 9, 2014 – 3:00 p.m.**

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

**Board of Directors Present:**

Matthew Philippe, Chairman  
Sheri Fairbanks, Director  
Jack Winsten, Director  
Ken Nelsen, Secretary

**Board Of Directors Arrived Late:**

Penny Shubnell, Vice Chairman

**Crestline Sanitation District Employees Present:**

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

**Others Present:**

Steve Kennedy, Legal Counsel; Brunick, McElhaney, Beckett & Kennedy  
Phil Waller, Financial Consultant, R.A.M.S.  
Gail Fry, The Alpenhorn News  
Steve Farrell, Crest Village Water District, Board President  
Janet Nelsen, Field Representative for Assemblyman Donnelly  
Kendra Dockham & Peter Wesch, Smith Marion & Co.

**Call to Order**

The meeting was called to order at 3:00 p.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.  
Secretary Nelsen motioned to approve the agenda.  
Director Fairbanks seconded, passing with a vote of 4-0.

### **Public Comment\***

There were no Public Comments.

*\*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*

### **Consent Calendar**

A motion to approve the Districts Consent Calendar by Director Winsten was seconded by Director Fairbanks, Passing 4-0

### **New Business**

- *Item 3* – Janet Nelsen, Field Representative for Assemblyman Tim Donnelly for the 33<sup>rd</sup> Assembly District, presented two certificates of Recognition to the Board of Directors for Crestline Sanitation District. Huston Creek WWTP received Plant of the Year and the District received Collection System of the Year from CWEA Desert and Mountain Section. The Board of Directors congratulated General Manager Mark Pattison and all the of Districts' staff.
- *Item 4* - The presentation on City Incorporation by Lewis Murray was postponed until further notice.
- *Item 5* - Peter Wesch of Smith Marion & Company explained the process of an audit, noting that during this audit there were no findings. Kendra Dockham was the lead auditor and presented the audits details. Vice Chairman asked how the District relates to other agencies; Peter Wesch stated it was hard to say due to the fact that some agencies are funded by taxes and others by fees. The auditors stated that the District is doing well. Phil Waller, Financial Consultant, recommended accepting the Audit for 2012/2013. Vice Chairman Shubnell motioned to accept, Director Winsten seconded, passing with a vote of 5-0.

### **Old Business**

- *Item 6* - An update on the ADHOC (Engineering Committee) was given. Task 2 of the Technical Memorandum (background information for viable near and long term Effluent Management Strategies) was completed and Task 3 and 4 will begin. The Committee narrowed the options down to a possible three. After treatment; one option would be to recycle the water and placing back on the mountain, the second option is direct discharge into Lake Silverwood, and the third is to possibly continue pasture irrigation at Las Flores Ranch.

Protocols to solicitude bids for the Districts' sliplining of certain sewer lines has began and has been advertised in The Mountain News and The Alpenhorn News.

### **Reports**

- The District's Quarterly Financial Statement will be presented for October, November and December 2013 at the regular meeting of the Board of Directors on February 13, 2014.
- General Manager Pattison presented the Managers Report for December 2013
- No Legal Counsel Report was given

### **Directors Comments**

The Board of Directors congratulated the Districts' staff for the awards and the completion of the annual audit.

Chairman Philippe and Secretary Nelsen both made comments on cleaning up the Districts' reserves, so they can be used in projects to improve the District.

Director Winsten wished everyone a happy and safe new year.

Vice Chairman Shubnell mentioned that Cal Parks has officially taken over management of Lake Gregory; the new company is Lake Gregory Recreational Company. She noted that there are plans to improve the lake and park and many new ideas.

Director Fairbanks noted that with the management change at Lake Gregory, Cal Parks may initiate parking fees. She also mentioned the possible addition of fish hatcheries.

### **Closed Session**

The Board of Directors adjourned to closed session at 3:35 p.m. and reconvened at 3:54 p.m.

### **Announcement of Reportable Closed Session Items**

No announcements were made.

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**Future Meetings**

02/13/2014 at 4:30 p.m. – Regular Meeting of the Board of Directors

**Adjournment**

Chairman Philippe called for a vote to adjourn, Vice Chairman Shubnell motioned, Director Fairbanks seconded. The motion passed with a vote of 5-0. Meeting adjourned at 4:55 p.m.

**APPROVE:**

  
Matthew Philippe, Chairman      Date: 3/13/14

**ATTEST:**

  
Ken Nelsen, Secretary      Date: 3-13-14