

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

Date/Time: May 15, 2026 – 4:00 p.m.
Place: Crestline Sanitation District Office
24516 Lake Drive, Crestline, CA 92325

Call to Order

The meeting was called to order at 4:00 p.m. by Chairman Philippe and was proceeded by the Pledge of Allegiance.

Board of Directors Present:

Matthew Philippe, Chairman
Niki Wiessner, Vice Chairman
Sherri Fairbanks, Director
Ken Nelsen, Director
Mike Harris, Director

Crestline Sanitation District Employees Present:

Dawn Grantham, General Manager
Brandon Ricksecker, Operations Manager
Jeanette Nelsen, Fiscal Asst., Recording Secretary

Others Present via Zoom:

Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy
Brad Welebir, Financial Consultant; R.A.M.S

Approval of Agenda

Director Fairbanks motioned to approve the Agenda. Director Wiessner seconded.

AYES: Directors; Philippe, Wiessner, Fairbanks, Harris, Nelsen

NOES: None ABSTAIN: None ABSENT: None

Approval of Consent Calendar

Director Wiessner motioned to approve the Consent Calendar. Director Fairbanks seconded.

AYES: Directors; Philippe, Harris, Fairbanks, Nelsen, Wiessner

NOES: None ABSTAIN: None ABSENT: None

Public Comment* None

Old Business

Item 3 - Fiscal Year 2025/2026 Budget Amendment was presented by General Manager Dawn Grantham and Brad Welebir. The Equivalent Dwelling Unit (EDU) count was incorrectly calculated due to a computer software error. The report included closed accounts resulting in 510 extra EDUs, causing the budget to show extra revenue. Revenue was decreased accordingly. Also, the repayment schedule for the State Revolving Fund (SRF) loan for the upgrades at Huston WWTP, was not available when the 2025/2026 budget was finalized. Director Nelsen motioned to adopt the 2025/2026 Budget Amendment. Director Wiessner seconded.

AYES: Directors; Philippe, Wiessner, Fairbanks, Harris, Nelsen

NOES: None ABSTAIN: None ABSENT: None

New Business

Items 4 – General Manager presented Crestline Sanitation Districts Artificial Intelligence (AI) Policy, SOP No: 75.

Item 5 – A quote from Colon Prestige Roofing was provided to the Board from General Manager Grantham for the office re-roof at Seeley Creek WWTP. Director Nelsen motioned to approve the quote for an amount not to exceed \$25,000.00 Director Harris seconded the motion.

AYES: Directors; Philippe, Wiessner, Fairbanks, Harris, Nelsen
NOES: None ABSTAIN: None ABSENT: None

Items 6 – A draft of the 2026/2027 Budget was presented by General Manager Grantham with a main focus on Capital Improvement Projects. No action was taken.

Financial Consultant Report

Item 7 – The Financial Reports for April 2026 were presented by Brad Welebir.

Legal Consultant Report

Item 8 –None

Manager Report

Item 9 – Report was presented by General Manager Grantham.

Operations Manager Report

Item 10 - Report was presented by Operations Manager Ricksecker.

Recess to Closed Session

The Board, Legal Counsel, and Management recessed to closed session at 5:34 p.m.

Reconvene to Open Session

The Board, Legal Counsel, and Management reconvened to open session at 6:20 p.m.

Announcement of Reportable Closed Session Actions: None

Future Meetings: Regular Meeting – June 11, 2026 at 3:00 p.m.

Future Agenda Items

Budget 2026/27
Property Taxes

Adjournment

Meeting adjourned at 6:22 p.m.

APPROVE: _____ **DATE:** _____

ATTEST: _____ **DATE:** _____