

**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: Matthew H. Phillips DATE: 5/11/26

ATTEST: Sherril Fairbanks DATE: 5/11/26