

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

Date/Time: April 10, 2025 – 3:00 p.m.
Place: Crestline Sanitation District Office
24516 Lake Drive, Crestline, CA 92325

Call to Order

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

Board of Directors Present:

Ken Nelsen, Chairman
Matthew Philippe, Vice Chairman
Niki Wiessner, Director
Sherri Fairbanks, 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 Philippe seconded.

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

NOES: None ABSTAIN: None ABSENT: None

Approval of Consent Calendar

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

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

NOES: None ABSTAIN: None ABSENT: None

Vice Chair Philippe had two questions regarding the February Disbursement List. The first regarding payment to Bennett and the Seeley Creek Hillside Slope and would the Office of Emergency Services (OES) be reimbursing the District. General Manager Grantham has reach out to OES with no response. The second question was regarding McCrometer Flow Monitoring, how many monitors. The District has five monitors. The Board request an update on the flows.

Public Comment*

Steve Farrell, Board Member, Crestline Village Water was in attendance, no comment

New Business

Items 3 – The Election of the Board Officers was held. Chairman Nelsen nominated Vice Chair Philippe for Chair. Director Fairbanks seconded. Vice Chair Philippe was appointed as the Chair of the Board with the following vote:

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

NOES: None ABSTAIN: None ABSENT: None

Vice Chair Philippe nominated Director Harris for Vice Chair. Chairman Nelsen seconded. Director Harris was appointed as Vice Chair of the Board with the following vote:

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

NOES: None ABSTAIN: None ABSENT: None

Director Fairbanks self-nominated for Secretary. Chairman Nelsen seconded. Director Fairbanks was appointed as Secretary of the Board with the following vote:

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

NOES: None ABSTAIN: None ABSENT: None

Items 4 – General Manager, Dawn Grantham, recommended the Board remove the Assistant General Manager (vacant) position from the District’s Organizational Chart. After, some discussion the Board requested a few changes to be made and present at the Budget Workshop.

Items 5 – Recommendations for Nominees for SDRMA Board of Directors was presented to the Board. No action was taken.

Items 6 – Recommendations for Nominees for CSDA Board of Directors was presented to the Board. No action was taken.

Items 7 – Director Nelsen motioned to retain Smith Marion & Co. to perform the District’s fiscal year audit for 2024-2025. The second came from Director Fairbanks.

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

NOES: None ABSTAIN: None ABSENT: None

Items 8 – Two Drafts of the 2025/2026 Budget was presented by Dawn Grantham and Brad Welebir from RAMS.

Financial Consultant Report

Item 9 – The Financial Reports for February & March 2025 along with a Quarterly Investment Report were presented by Brad Welebir.

Houston Creek Waste Water Treatment Plant Construction Progress Report

Item 10 – General Manager Grantham provided the Board with a construction progress report and financial update.

Manager Report

Item 11 – Report was presented by General Manager Grantham.

Operations Manager Report

Item 12 - Report was presented by Operations Manager Ricksecker.

Recess to Closed Session

The Board, Legal Counsel, and Management recessed to closed session at 4:01 p.m.

Reconvene to Open Session

The Board, Legal Counsel, and Management reconvened to open session at 5:07 p.m.

Announcement of Reportable Closed Session Actions

None

Directors Comments

- * Director Fairbanks thanked staff. Looking forward to Huston Creek Project be completed soon.
- * Director Wiessner congratulated the Board officers on their new positions. Thanked the staff.
- * Director Nelsen thanked Brandon Ricksecker and Dawn Grantham for training their staff well. Agreed with Director Fairbanks on enjoyed hearing the Huston Creek Project is almost done.
- * Chairman Philippe is looking forward to seeing the press in action at Huston Creek WWTP.
- * Director Harris thank God his wife is in good health.
- * Director Nelsen requested the meeting close with singing “Happy Birthday” to Dawn Grantham.

Future Meetings

Thursday, May 8 at 3:00 pm

Future Agenda Items

I & I and Flow Measurements
Update on the Ranch
Picture of Ron Scriven’s Plaque at Huston Creek WWTP

Adjournment

Meeting adjourned 5:16 p.m.

APPROVE: _____ **DATE:** _____

ATTEST: _____ **DATE:** _____