

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

Date/Time: October 8, 2015 – 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
Sherri 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
David Crabtree, Maintenance Worker II
Jordan Dietz, Electro-Mechanical Specialist

Others Present:

Steve Jepsen, Program Manager; Dudek Engineering
Steve Kennedy, Legal Counsel; Brunick, McElhaney, & Kennedy

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

Director Nelsen made the motion to approve the Agenda.

Vice Chairman Shubnell seconded. The motion passed.

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

NOES: None

ABSENT: None

ABSTAIN: None

Public Comment*

None

**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*

Approval of Consent Calendar

Chairman Philippe called for a motion to approve the consent calendar. Director Fairbanks motioned, with a second by Director Nelsen.

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

NOES: None

ABSENT: None

ABSTAIN: None

New Business

Item 3 - Regarding the purchase of a Bucket Truck, Jordan Dietz presented information on bucket trucks and the cost of. He explained the cost difference between renting and purchasing. Dietz noted that it would be for the SCADA upgrades, but will also be used District wide. After more discussion the Board of Directors felt there was no immediate need for a bucket truck and requested that the information be tabled for a future meeting of the Board.

Item 4 - Concerning the Discussion and Possible Action regarding the Re-Certification of the District's Sewer System Management Plan (SSMP), Rick Dever and David Crabtree presented the updated SSMP stating that it is a requirement to have an updated version every five years, noting that there were no major updates with the prior SSMP. Director Nelson recommended the adoption of the SSMP and Director Winsten seconded.

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

NOES: None

ABSENT: None

ABSTAIN: None

Item 5 - In regards to Discussion and Possible Approval to retain Dudek (Engineering Firm) to perform the District's Effluent Outfall Condition Assessment, Steve Jepsen of Dudek Engineering present a proposal and PowerPoint, explaining the scope of work that will need to be done. He recommended Apple Valley Construction to perform the work and the Directors requested a detailed report to support the recommendation. The timeline expected for the assessment is expected to be four to five months per Jepsen. Director Nelson recommended to hire the firm Dudek Engineering to produce the assessment not to exceed \$55,000.00. Director Winsten seconded.

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

NOES: None

ABSENT: None

ABSTAIN: None

Financial Consultant Report

Financials were presented in packet

Legal Counsel Report

Steve Kennedy commended the Board and Staff on the low protest against the sewer fee increase, noting the assurance of all pertinent information to the Public regarding the matter.

General Manager Report

Report was presented by General Manager Pattison

Engineering Committee Report (Ad Hoc)

None

Correspondence

None

Future Meetings

Regular Meeting of the Board November 12, 2015 at 3:00 p.m.

Directors Comments

Chairman Philippe stated he was pleased with the District working together.
Director Fairbanks stated she was surprised that there was no Public at the meeting.
Vice Chairman Shubnell noted she will not be at the November 12 meeting.
Director Winsten thanked the Staff and Steve Kennedy regarding the Public Hearing on Monday October 5, 2015.
Director Nelsen - no comments

Adjournment

Chairman Philippe called for a motion to adjourn, meeting adjourned 5:05 p.m.

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

NOES: None

ABSENT: None

ABSTAIN: None

APPROVE:

Matthew J. Philippe DATE: 11/12/15

ATTEST:

Betsy J. Shubnell DATE: 11-12-15