

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

**Date/Time: August 8, 2013 – 4:30 p.m.**

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

**Board of Directors Present:**

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

**Crestline Sanitation District Employees Present:**

Mark Pattison, General Manager  
Rick Dever, Operations Manager

**Others Present:**

Gail Fry; Alpenhorn News

**Call to Order**

The meeting was called to order at 4:30 p.m. by Chairman Philippe

**Approval of Agenda**

Director Fairbanks motioned to approve the agenda.  
Secretary Nelsen seconded, passing with a vote of 5-0.

**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 Disbursement List for July 2013 was made by Secretary Nelsen and seconded by Vice Chairman Shubnell, passing 5-0.

A motion to approve the Board Minutes for June 27, 2013 was made by Director Winsten and seconded by Director Fairbanks, passing 5-0.

A motion to approve the Board Minutes for July 11, 2013 was made by Director Fairbanks and seconded by Director Winsten, passing 4-0 (Secretary Nelsen abstained from voting due to his absence on July 11, 2013)

### **New Business**

- *Item 3* – (Presented after Closed Session)
- *Item 4* – In regards to the Report of Delinquent User Charges and Stand-By Charges, the Board of Directors approved and closed the Public Hearing.
- *Item 5* – Regarding the Adoption of Resolution No. 026, Confirming the Report of Delinquent Sewer User Fees and Stand-By Fees, a motion by Secretary Nelsen, seconded by Director Fairbanks was approved 5-0.
- *Item 6* – In regards to the Discharge of Accountability for Sewer Use Fees – Certain Inactive Debit Balance Accounts, Bookkeeper Dawn Grantham explained to the Board that these are accounts that have closed and are Foreclosures, Bankruptcy, and/or owner is Deceased. Director Winsten motioned to approve, Vice Chairman seconded, passing with a vote of 5-0.
- *Item 7* – Resolution No. 027 regarding SDRMA's Board of Directors Election Ballot the Board asked General Manager Pattison if he had a recommendation, he replied that he did not. Director Winsten recommended that General Manager Pattison vote for the three Incumbent Candidates, Secretary Nelsen seconded, passing with a vote of 5-0.
- *Item 8* – The Workshop with WL Troxel and Associates will be held on August 22, 2013 at 2:00 p.m.
- *Item 9* – A date for a Strategic Planning Workshop with the Board of Directors and the Crestline Sanitation District employees will be held on September 25, 2013 at 9:00 a.m. The Board will first meet with General Manager Pattison and then the employees will join.
- *Item 10* – (Discussed after Closed Session)

### **Reports**

- General Manager Pattison presented the Managers Report for August 2013

### **Closed Session**

The Board of Directors adjourned to closed session at 5:07 p.m. and reconvened at 6:02 p.m.

**Announcement of Closed Session Items**

No actions were taken.

(At this time Director Winsten announced he had a prior engagement and left the meeting)

**New Business (cont)**

- *Item 3* – Tom Dodson gave a presentation on knowledge of California Environmental Act (CEQA). He explained the Act and how to comply with it, including but not limited to how to file notices.
- *Item 10* – The Board Engineering Committee (Ad Hoc) will consist of Chairman Philippe and Secretary Nelsen.

**Reports**

- No report was given by Financial Consultant
- No report was given by Legal Counsel

**Directors Comments**

Vice Chairman Shubnell expressed that she enjoyed the Presentation by Tom Dodson and Associates. Chairman Philippe said that he is looking forward to the upcoming Strategic Planning Workshop with the CSD staff. Secretary Nelsen and Director Fairbanks were impressed with the Forest Shade Lift Station.

**Future Meetings**

08/22/2013 at 2:00 p.m. - Workshop with WL Troxel and Associates  
09/12/2013 at 3:00 p.m. – Regular Meeting of the Board of Directors

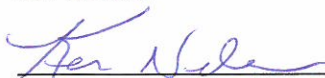
**Adjournment**

Director Fairbanks motioned to adjourn, Vice Chairman Shubnell seconded. The motion passed with a vote of 4-0. Meeting adjourned at 7:00 p.m.

**APPROVE:**

 \_\_\_\_\_ **Date:** 9/12/13  
Matthew Philippe, Chairman

**ATTEST:**

 \_\_\_\_\_ **Date:** 10-10-13  
Ken Nelsen, Secretary