

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

Date/Time: April 11, 2019 – 3:00 p.m.

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

Board of Directors Present:

Ken Nelsen, Director
Sherri Fairbanks, Director
Jack Winsten, Director

Board of Directors Present via teleconference Pursuant to Gov't Code 54953(b)
Matthew Philippe, Chairman

Board of Directors Absent:

Penny Shubnell, Vice Chairwoman

Crestline Sanitation District Employees Present:

Rick Dever, General Manager
Ron Scriven, Operations Manager
Dawn Grantham, Fiscal Asst., Recording Secretary

Others Present:

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

Call to Order

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

***ALL VOTES WERE COLLECTED BY ROLL CALL**

Approval of Agenda

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

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

NOES: None ABSTAIN: None ABSENT: Vice Chairwoman Shubnell

Public Comment*

None

Approval of Consent Calendar*

***Approval of Minutes for March 14, 2019 Meeting**

Director Winsten motioned to approve the minutes. Director Fairbanks seconded.

AYES: Chairman Philippe, Director Fairbanks, Director Winsten

NOES: None ABSTAIN: Director Nelsen ABSENT: Vice Chairwoman Shubnell

***Approval of Disbursement List for March 2019**

AYES: Chairman Philippe, Director Nelsen,

Director Fairbanks, Director Winsten

NOES: None ABSTAIN: None ABSENT: Vice Chairwoman Shubnell

New Business

Item 3 – General Manager Dever explained the need for the CEQA Plus for the possible SRF loan. He also explained that the cost was relatively lower to have Jericho Systems perform the engineering. Director Winsten motioned to follow the General Manager's recommendation and assign Jericho Systems to perform the CEQA Plus Clearance.

AYES: Chairman Philippe, Director Nelsen,

Director Fairbanks, Director Winsten

NOES: None ABSTAIN: None ABSENT: Vice Chairwoman Shubnell

Item 4 – A draft Budget was presented to the Board. It was noted that since the District is still working on the Master Plan CIP funding they may not be included until after the new year. A budget workshop is planned for April 24, 2019 at 10:00 a.m. to further review the budget numbers.

Financial Consultant Report

Item 5 – March 2019 financials were presented by Brad Welebir.

Legal Counsel Report

Item 6 – None

General Manager Report

Item 7 - Report was presented by General Manager Dever. He noted that a spill had occurred, but was a private lateral, at the Lake Gregory snack bar and the District assisted in clean up, repairs, and lab testing. An update on the flows for the rain events was presented by Ron Scriven.

Grant Research Committee (Ad Hoc)

Item 8 - None

Directors Comments

*Director Fairbanks agreed with Director Nelsen's comment that the it shows the District works with the community. (Referencing the spill)

*Director Winsten stated that although he's happy about the rain he's also glad it is over.

*Chairman Philippe thanked Staff for minimizing spills since there was a great amount of rain.

*Director Nelsen noted that Staff had done an exceptional job at the Lake Gregory snack bar, and it shows that the District is here to work with the community.

Closed Session

The Board, Management and Legal Counsel recessed to closed session at 3:40 p.m. and returned to open session at 5:15 p.m. Legal Counsel stated no reportable actions were taken in closed session.

New Business (cont'd)

Item 9 – Director Nelsen noted, with regards to the General Manager employment agreement, that during closed session the Board came to an agreement, the Board is recommending due to Mr. Dever meeting his conditions for employment given to him over the last year that his salary is being adjusted to \$155,000.00 a year. This reflects both a merit increase and a cost of living adjustment of 2%. Legal Counsel Kennedy stated that additionally the Board has discussed in closed session is other terms including a 5 year term of the agreement in Section 1(a), an 18 month severance provision in Section 4(d), and a 6 month severance provision in 4(f). Director Winsten made the motion to approve the employment agreement, seconded by Director Fairbanks.

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

NOES: None ABSTAIN: None ABSENT: Vice Chairwoman Shubnell

Future Meetings

Budget Workshop – April 24, 2019 at 10:00 a.m.

Regular Meeting – May 9, 2019 at 3:00 p.m.

Future Business

2019/20 FY Budget

Adjournment

Meeting adjourned 5:21 p.m.

APPROVE: _____ **DATE:** _____

ATTEST: _____ **DATE:** _____