

Closed Session:

Closed Session in accordance with Government Code Section 54957

Public Employee Performance Evaluation

Title: District Manager

Closed session was deferred to next regular board meeting.

VII. NEW BUSINESS

A. 2448 Golden Gate

The General Manager requested the Board to approve reimbursing property owner of monies spent on repair of sewer mainline and distributed a memo to Board members with information. In September of 2012, 2448 Golden Gate owners had issues with their property lateral and hired Roto Rooter to repair it, which included a quote to be charged to the Summerland Sanitary District for the repair of a connection wye. While repairing the wye, the adjoining sewer pipe was televised and found to be faulty for several feet each way. It was recommended that this be replaced since work was already being done to the line although a large amount of excavation would need to be done. The cost was not known but estimated to be less than \$10,000. The General Manager gave approval for the repair. In doing the repair, the General Manager also asked that a new wye placement be installed to better serve the property.

Due to billing errors, the property owner was billed for the repair and new wye replacement. The General Manager asked the Board to reimburse the property owners \$5,800 which should have been billed to the Summerland Sanitary District.

Director Novis moved to approve to refund \$5,800 to the property owner of 2448 Golden Gate Avenue for the payment made to Roto-Rooter for the mainline repair and wye replacement. The motion was seconded by Secretary B. Franklin and passed with five ayes.

B. Rate Study 2013

The Board considered approving proposed recommendations received from Mr. Gaffney of Bartle Wells Associates and the Finance Committee. The Board members received in their board meeting package a "review of the rate charges" report from Tom Gaffney, who was hired to perform the rate study. Some questions were asked and answered by both the Finance committee and General Manager.

Proposed was a lift station charge of \$1,200 for each of the 15 identified properties. The lift station charge will be implemented over a three-year period, with increments of \$400 each year. Language for vacant property will be included, as it was suggested to include a discounted service charge of 60% of the regular charge if the property is vacant for more than one year. Noticed was that some of the businesses changed during the last five years and some user classifications are either no longer applicable or should be updated. The Board members agreed on proposing to change the user classification for schools from 40 to 20 students. General Manager McManus will update table 8 with this information. General Manager will review the other classifications and will report back to the board.

Secretary B. Franklin moved to approve considering a rate increase of the annual sewer charge according to table 8 at a hearing to consider rates and take protest per Article XIID of the California Constitution. The date of the hearing will be determined during the next agenda item. The motion was amended: the lift station charges will also be considered during the hearing. The motion was seconded by Director Novis and passed with five ayes.

C. Notice of Hearing

The Board considered setting a date for a public hearing regarding proposed sewer rate changes and to approve the form of notice to be given to comply with Article XIII D, section 6 of the California Constitution.

Secretary B. Franklin moved to approve setting the public hearing date at June 13, 2013 at 5:00 p.m. regarding proposed sewer rate changes and to approve the form of notice to be given to comply with Article XIII D, section 6 of the California Constitution. The motion was seconded by Director Novis and passed with five ayes.

It was suggested that the notice be published in the *Coastal View* newspaper this year.

D. Staff Salaries

The Board was asked to review salaries of non-exempt employees and approve a salary increase for Operations Supervisor. A spreadsheet was distributed to provide a comparison of salaries for non-exempt employees with those of the same positions in surrounding districts.

General Manager McManus recommended a rate increase of 10% for the Operations Supervisor. As shown in the spreadsheet, this position is currently compensated lower than in other districts; a 10% increase would make the salary more comparable. The AOP Committee reviewed the salaries and agreed with the recommendation. There will be only a slight financial increase for the total salaries for the upcoming budget year since the Office Manager/Clerk to the Board reduced work hours from 32 to 28 hours per week.

Director Novis moved to approve a 10% salary increase for the position of Operations Supervisor, effective July 1, 2013. The motion was seconded by Director J. Franklin and passed with five ayes.

E. Travel Reimbursement Policies

The General Manager shared travel language from the personnel handbook and ordinances for discussion. Both of the documents were reviewed, and President Colomy thanked General Manager McManus for compiling the information.

VIII. MANAGER'S REPORT

The General Manager provided a written report on operations, facility and collection maintenance. The District filed for a new NPDES permit as required every five years for renewal. Part of this application was a visit and inspection of operational procedures by an independent auditor hired by the State Water Board. The District received a visit from the auditor Tuesday, April 9th, and only a couple of very minor items were found. General Manager McManus is leaving next week for a CWEA conference in Palm Springs.

IX. ITEMS FOR FUTURE CONSIDERATION BY THE BOARD

- Next Board meeting date: May 9, 2013.
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X. ADJOURNMENT

The meeting was adjourned at 6:25 p.m. by unanimous consent of the Board Members present.

Respectfully submitted:

Betty Franklin
Board Secretary

Date: _____

Minutes prepared by M. Souza