

SUMMERLAND SANITARY DISTRICT
2435 Wallace Avenue
Regular Board Meeting
Thursday, January 12, 2017, at 5:00 p.m.

MEETING MINUTES

THE MEETING WAS CALLED TO ORDER AT 5:03 P.M. BY PRESIDENT TUCKER

I. ROLL CALL

DIRECTORS PRESENT: JOLENE COLOMY
 BETTY FRANKLIN
 JOHN FRANKLIN
 DAVID NOVIS
 MARTIN TUCKER

ABSENT: MARJON SOUZA Clerk to the Board

ALSO PRESENT: MIKE SULLIVAN General Manager

PUBLIC: NONE

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

Director Novis moved to approve the agenda. The motion was seconded by Director J. Franklin and passed with five ayes.

IV. APPROVAL OF THE MINUTES OF THE ORGANIZATIONAL AND REGULAR BOARD MEETING OF DECEMBER 8, 2016

Director B. Franklin moved to approve the minutes of the organizational and regular meeting of December 8, 2016. The motion was seconded by Director Novis and passed with five ayes.

V. APPROVAL OF THE MONTHLY BILLS FOR DECEMBER 2016, INCLUDING PAYROLL AND PETTY CASH

General Manager Sullivan handed out the disbursement report to the Directors and answered and clarified questions the Board asked about pay out of the bills. Director Colomy moved to approve the bills for December 2016, including payroll and petty cash, totaling \$61,894. The motion was seconded by Director J. Franklin and passed with five ayes.

VI. PUBLIC COMMENT

None

VII. COMMITTEE REPORTS

A. Finance Committee Report
The committee did not meet.

B. Administration, Operations & Personnel (AOP) Committee Report
The committee did not meet.

VIII. NEW BUSINESS

A. Geographic Information System (GIS) Summerland Sanitary District

The General Manager informed the Board that two proposals were received to update the GIS. The first proposal was a \$1,000 contract fee per month. The services and updates provided were more than the Summerland Sanitary District needs. The second proposal was received by Eric Just Consulting with a total of \$5,000 for the first phase. This includes updating the current GIS maps with new assets, omitted assets, updated aerial picture and updated atlases. The second phase of the project will bring in County of SB accessors information, permitting, districts database and permits. No proposed fee is received yet for the second phase. The last time that the GIS system was updated was in 2008 and General Manager Sullivan is proposing to update the GIS system every five years.

Director J. Franklin moved to approved the GIS Update proposal phase I received by Eric Just Consulting for a total of \$5,000. The motion was seconded by Director Novis and passed with five ayes.

B. Financial Reports December 2016

The General Manager submitted a Financial Status and Cash Balances Reports for Fund 5215 & 5216 and gave explanation where requested.

IX. OPERATIONS FACILITY AND COLLECTION REPORT

General Manager Sullivan provided a written report on operations, facility and collection maintenance.

X. ITEMS FOR FUTURE CONSIDERATION BY THE BOARD

- Next Board meeting date: February 9, 2017.

XI. ADJOURNMENT

The meeting was adjourned at 5:42 p.m.

Respectfully submitted:

Betty Franklin
Board Secretary

Date: _____

Minutes prepared by M. Souza