

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

**MEETING MINUTES**

THE MEETING WAS CALLED TO ORDER AT 5:00 P.M. BY PRESIDENT TUCKER

**I. ROLL CALL**

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

ABSENT:                     -

ALSO PRESENT:            MIKE SULLIVAN               General Manager  
                                  MARJON SOUZA               Clerk to the Board

PUBLIC:                     NONE

**II. PLEDGE OF ALLEGIANCE**

**III. APPROVAL OF THE AGENDA**

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

**IV. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF SEPTEMBER 14, 2017**

Director Novis moved to approve the minutes as presented with a minor correction to change the Clerk of the Board into Clerk to the Board. The motion was seconded with the minor correction by Director B. Franklin and passed with five ayes.

**V. APPROVAL OF THE MONTHLY BILLS FOR SEPTEMBER 2017, INCLUDING PAYROLL AND PETTY CASH**

General Manager Sullivan answered and clarified questions the Board asked about pay out of bills. Director Novis moved to approve the bills for September 2017, including payroll and petty cash, totaling \$84,362. The motion was seconded by Director B. Franklin and passed with five ayes.

**VI. PUBLIC COMMENT**

None

**VII. COMMITTEE REPORTS**

**A. Finance Committee Report**

The Finance Committee did not meet.

**B. Administration, Operations & Personnel (AOP) Committee Report**

The AOP Committee did not meet.

VIII. OLD BUSINESS

A. Certificate of Acceptance APN 005-240-012, 2500 Wallace Avenue

The Board was requested to accept recordation of real property listed above by authorizing the President of the Board of Summerland Sanitary District to sign the Certificate of Acceptance.

Director J. Franklin moved to approve to accept recordation of APN 005-240-012, 2500 Wallace Avenue. The motion was seconded by Director D. Novis and passed with five ayes.

The Certificate of Acceptance was signed by President Tucker and sealed.

B. Resolution No. 2017-05: A Resolution of the Governing Board of the Summerland Sanitary District Approving Medical Insurance Benefits for Retiring Employees, to be funded by Retiring Employee.

The Board was requested to adopt Resolution 2017-05 which provides medical insurance benefits for retiring employees, who have been employed by the District for at least fifteen (15) years, to be funded by the retiring employee.

General Manager Sullivan informed the Board that the recommended changes by the Board were highlighted in yellow.

Director B. Franklin moved to approve Resolution No. 2017-05 approving medical insurance benefits for retiring employees, to be funded by retiring employee. The motion was seconded by Director Novis and passed with the following roll call: Director Colomy; Aye, Director B. Franklin; Aye, Director J. Franklin; Aye, Director Novis; Aye, Director M. Tucker; Aye.

Resolution 2017-05 was signed and sealed.

IX. NEW BUSINESS

A. Request for leave of absence from the Clerk to the Board.

The Board received a letter on August 23, 2017, from the Clerk to the Board with a request for a six-month unpaid leave of absence. The Board was requested to consider approval of this request.

Director B. Franklin moved to approve the request for leave of absence. The motion was seconded by Director Novis and passed with five ayes.

B. RATE STUDY 2018/19

The General Manager updated the Board on the progress of the rate study. Staff met with Kevin and Sudhir of Raftelis and went over the District's financial model, which included projected operational funds, capital facility funds and reserve funds. Administrative fees were also discussed. The General Manager will call for a Rate Study Committee meeting before the November Board meeting. President Tucker appointed Director J. Franklin as an alternative member for the Rate Study Committee.

C. Financial Report September 2017

The Board received a financial report of September 2017 for review, and General Manager Sullivan gave explanation were requested.

X OPERATIONS FACILITY AND COLLECTION REPORT

The General Manager provided a written report on operations, facility and collection maintenance. On November 28, 2017, mediation is taking place in the case Cecelia Lord v. Summerland Sanitary District at the law offices of Price, Postel & Parma. Report will be given at the December Board meeting.

XI ITEMS FOR FUTURE CONSIDERATION BY THE BOARD

- Next Board meeting date: November 2, 2017.
- Request for approval of interim position.

XII ADJOURNMENT

The meeting was adjourned at 5:40 p.m.

Respectfully submitted:

\_\_\_\_\_  
Betty Franklin  
Board Secretary

Date: \_\_\_\_\_

Minutes prepared by M. Souza