

**SUMMERLAND SANITARY DISTRICT**

2435 Wallace Avenue  
Regular Board Meeting  
Thursday November 12, 2015 at 5:00 p.m.

**MEETING MINUTES**

THE MEETING WAS CALLED TO ORDER AT 5:04 P.M. BY PRESIDENT J. FRANKLIN

**I. ROLL CALL**

DIRECTORS PRESENT: JOLENE COLOMY (5:13 P.M.)  
DAVID NOVIS  
BETTY FRANKLIN  
JOHN FRANKLIN  
MARTIN TUCKER

ABSENT: -

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

PUBLIC: NONE

**II. PLEDGE OF ALLEGIANCE**

**III. APPROVAL OF THE AGENDA**

Director Novis moved to approve the agenda. The motion was seconded by Director Tucker and passed with four ayes and one absent vote.

**IV. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 8, 2015**

Director Novis moved to approve the minutes of the regular meeting of October 8, 2015. The motion was seconded by Director Tucker and passed with four ayes and one absent vote.

**V. APPROVAL OF THE MONTHLY BILLS FOR OCTOBER 2015, INCLUDING PAYROLL AND PETTY CASH**

General Manager Sullivan answered and clarified questions the Board asked about pay out of the bills. Director Tucker moved to approve the bills for October 2015, including payroll and petty cash, totaling \$72,792. The motion was seconded by Director Novis and passed with four ayes and one absent vote.

**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. Property Liability Coverage for Carey-Place -- Lift Station I

The General Manager updated the Board on the current property insurance through SDRMA. Staff held a teleconference session, with SDRMA's Wendy Tucker, to discuss the total liability coverage for the District. Carey's Place (Lift Station I property) was discussed in depth. Carey's Place is included in the District's overall coverage package which includes theft, fire, flood, personal injury and property damage. An email to confirm the coverage of Carey's Place was sent by SDRMA. General Manager Sullivan gave explanation to the various liability types that were listed on the Member Certificate Of Coverage. The Board requested more information on how to perform claim handling and guidelines. The General Manager will report his findings at the next Board Meeting.

IX. OPERATIONS FACILITY AND COLLECTION REPORT

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

- The District received plans for a new commercial building project; Summerland Court. This new project includes four separate retail stores. The GM showed the proposed plans.
- The Nugget restaurant: owner and landlord came to an agreement to each pay 50% of the new grease interceptor and the installation cost. County Sanitation will install the new interceptor and has been working with General Manager Sullivan for approval of the plans/interceptor.

X. ITEMS FOR FUTURE CONSIDERATION BY THE BOARD

- Property liability claim procedure
- Next Board meeting is December 10, 2015

XI ADJOURNMENT

The meeting was adjourned at 5:40 pm.

Respectfully submitted:

\_\_\_\_\_  
David Novis  
Board Secretary

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

Minutes prepared by M. Souza