

**SUMMERLAND SANITARY DISTRICT**

2435 Wallace Avenue  
Regular Board Meeting  
Thursday, November 10, 2016, at 5:00 p.m.

**MEETING MINUTES**

THE MEETING WAS CALLED TO ORDER AT 5:10 P.M. BY PRESIDENT COLOMY

**I. ROLL CALL**

DIRECTORS PRESENT: JOLENE COLOMY  
BETTY FRANKLIN  
JOHN FRANKLIN  
DAVID NOVIS  
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 J. Franklin moved to approve the agenda. The motion was seconded by Director B. Franklin and passed with five ayes.

**IV. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 13, 2016**

Director Novis moved to approve the minutes of the regular meeting of October 13, 2016. The motion was seconded by Director J. Franklin and passed with five ayes.

**V. APPROVAL OF THE MONTHLY BILLS FOR OCTOBER 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 Tucker moved to approve the bills for October 2016, including payroll and petty cash, totaling \$71,139. 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. Certificates of Appointment and Oath of Offices.

The District received the Certificates of Appointments for the following candidates:

David D. Novis - 4-year term  
John W. Franklin - 4-year term  
Martin E. Tucker - 4-year term

The Clerk of the Board Administered the Oath of Office. The candidates read out the Oath of Office and the documents were signed and sealed.

President Colomy congratulated the sworn in directors with their new term of office.

B. Resolution 2016-06

The Board considered adopting Resolution 2016-06: Authorizing agreement with the Bank of the West to participate in the CSDA District Purchasing Card Program.

The credit card that is currently used by the District was already through CSDA/Bank of the West. The Bank of the West requested the resolution due to new bank regulations.

Director Tucker moved to approve Resolution 2016-06 Authorizing agreement with the Bank of the West to participate in the CSDA District Purchasing Card Program. The motion was seconded by Director J. Franklin and was passed with the following roll call: Director Colomy; Aye, Director J. Franklin; Aye, Director B. Franklin; Aye, Director Novis; Aye, Director Tucker; Aye.

Resolution 2016-06 was signed and sealed.

C. Financial Reports September 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. In addition to the report, General Manager Sullivan informed the Board that the District contacted (recommended) financial firms for bids for the upcoming rate study that needs to be completed at the end of FY2017/18. These will be placed on the agenda once the bids are received.

The District received a call from a resident today, November 10, informing staff that water was coming out of a crack in the street at Banner Avenue with a bad odor smell. District staff inspected the area and found a faulty sewer lateral. The property owner at 2290 Banner was contacted and the property owner called out a plumber to the site for repairs. Staff will be inspecting the repairs made. A lateral sewage spill report was completed.

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District staff visited Carpinteria Sanitary District for a GIS/Collections software program. The program was very extensive. The District will receive another GIS software presentation next week.

X ITEMS FOR FUTURE CONSIDERATION BY THE BOARD

- Next Board meeting date: December 8, 2016
- Organizational Meeting

XI ADJOURNMENT

The meeting was adjourned at 5:56 p.m.

Respectfully submitted:

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

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

Minutes prepared by M. Souza