

SUMMERLAND SANITARY DISTRICT
2435 Wallace Avenue
Regular Board Meeting
Thursday, March 10, 2016, at 5:00 p.m.

MEETING MINUTES

THE MEETING WAS CALLED TO ORDER AT 5:01 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 Tucker moved to approve the agenda. The motion was seconded by Director Novis and passed with five ayes.

IV. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF FEBRUARY 11, 2016

Director Novis moved to approve the minutes of the regular meeting of February 11, 2016. The motion was seconded by Director J. Franklin and passed with five ayes.

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

General Manager Sullivan answered and clarified questions the Board asked about pay out of the bills. Director Novis moved to approve the bills for February 2016, including payroll and petty cash, totaling \$62,811. 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. The AOP Committee requested all Directors to fill out the evaluation form for the performance of the General Manager before March 18, 2016. The committee will schedule a meeting to discuss the consolidated evaluation responses. Director B. Franklin requested to include Employee Performance Evaluation as a closed session item to the agenda for the next regular Board meeting.

VIII. NEW BUSINESS

A. SDRMA Property/Liability/Workers' Compensation Longevity Distribution and Loss & Prevention Program Reimbursement.

General Manager Sullivan informed the Directors of the credit amounts for Property/Liability/Workers' Compensation Longevity Distribution. A reimbursement check for enrolling into the Loss and Prevention Program from SDRMA was also received. The District was visited by SDRMA's Safety Officer Derek Davis with a follow up consultation. Mr. Davis was very pleased with the recommended improvements that were completed by the District.

B. Second Dwelling Unit APN 005-580-002

The Board received a letter from property owner APN 005-580-002 with an objection for levying a second dwelling unit fee by the District. The property owner submitted a notarized agreement entered with the Summerland Sanitary District in 1994. This agreement was discussed and General Manager Sullivan recommended not levying a second dwelling fee, since a notarized agreement exists and one of the conditions in this agreement is that no fees will be assessed if the guesthouse is not rented.

Director B. Franklin moved a motion for not levying a second dwelling fee based on the agreement of 1994 between the property owner and the District. The motion was seconded by Director Novis and passed with five ayes.

IX. OPERATIONS FACILITY AND COLLECTION REPORT

The General Manager provided explanation to the written report on operations, facility and collection maintenance. An update on the District financial status was given. The District's newsletter was sent out electronically by email and copies were placed at the post office for anyone who is interested.

X. ITEMS FOR FUTURE CONSIDERATION BY THE BOARD

- Next Board meeting date: Thursday April 7, 2016.

XI. ADJOURNMENT

The meeting was adjourned at 5:56pm.

Respectfully submitted:

Betty Franklin
Board Secretary

Date: _____

Minutes prepared by M. Souza