

SUMMERLAND SANITARY DISTRICT

2435 Wallace Avenue

Regular Board Meeting

Thursday April 10, 2014, at 5:00 p.m.

MEETING MINUTES

THE MEETING WAS CALLED TO ORDER AT 5:02 P.M. BY VICE-PRESIDENT J. COLOMY

I. ROLL CALL

DIRECTORS PRESENT: DAVID NOVIS
 JOLENE COLOMY
 BETTY FRANKLIN
 JOHN FRANKLIN (5:09 p.m.)
 MARTIN TUCKER

ABSENT: -

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

PUBLIC: NONE

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

Director Tucker moved to approve the agenda. The motion was seconded by Director B. Franklin and passed with the following roll call: Secretary Novis; Aye, Director Colomy; Aye, Director B. Franklin; Aye, President J. Franklin; Aye, Director Tucker; Aye.

II. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING AND ORGANIZATIONAL MEETING OF MARCH 13 AND SPECIAL BOARD MEETING OF MARCH 27, 2014

Secretary Novis moved to approve the minutes of March 13 and March 27, 2014. The motion was seconded by Director Tucker. A couple of minor spelling mistakes and name change of Mr. Brie into Mr. Bie will be made to the minutes. The motion passed with the following roll call: Secretary Novis; Aye, Director Colomy; Aye, Director B. Franklin: Aye, President J. Franklin: Aye, Director Tucker: Aye.

III. APPROVAL OF THE MONTHLY BILLS MARCH 2014, INCLUDING PAYROLL AND PETTY CASH

General Manager Sullivan answered and clarified questions the Board asked about pay out of the bills. Director B. Franklin moved to approve the bills for March 2014, including payroll and petty cash, totaling \$72,951. The motion was seconded by Director Tucker and passed with the following roll call: Secretary Novis; Aye, Director Colomy; Aye, Director B. Franklin: Aye, President J. Franklin: Aye, Director Tucker: Aye.

IV. PUBLIC COMMENT

None

V. COMMITTEE REPORTS

- A. Finance Committee Report
Committee did not meet, but will schedule a meeting to review and draft budget in the next couple of weeks.
- B. Administration, Operations & Personnel (AOP) Committee Report
The committee will schedule a meeting to discuss General Manager's Contract.
- C. Ad Hoc Committee - Review Annual Sewer Service Rates
The committee will schedule a meeting to discuss recommendation that was made to the board and discuss to see if further action is needed.
- D. Ad Hoc Committee - Effluent Water Reclamation
The committee did not meet and will be meeting in the next couple of weeks to be updated on the reclamation/recycle process.

VIII. OLD BUSINESS

- A. Ordinance No. 13 Regulating the use of public and private sewers, the installation of sewer laterals, requiring permits for the installation of sewer laterals, regulating plumbing, drainage and sewerage and requiring property owners to conduct video inspections of private laterals that discharge into the District's sewer system.

The Board considered amending Ordinance No 13 adopted April 10, 2010 to include refund policy and to require property owners to conduct video inspection of private laterals.

Director B. Franklin made a motion to amend Ordinance No. 13 Regulating the use of public and private sewers, the installation of sewer laterals, requiring permits for the installation of sewer laterals, regulating plumbing, drainage and sewerage and requiring property owners to conduct video inspections of private laterals that discharge into the District's sewer system. The motion was seconded by Director Tucker and passed with the following roll call: Secretary Novis; Aye, Director Colomy; Aye, Director B. Franklin: Aye, President J. Franklin: Aye, Director Tucker: Aye.

Ordinance No. 13 was signed and sealed and will be published in the Santa Barbara News Press.

- B. Credit Card Policy Summerland Sanitary District

The Board considered adopting a new credit card policy.
The following sentence was added in the policy under item 4: *"the employee will be subject to disciplinary action up to, and including dismissal."*

Director Tucker made a motion to approve the credit card policy as presented and amended. The motion was seconded by Director B. Franklin and passed with the following roll call: Secretary

Novis; Aye, Director Colomy; Aye, Director B. Franklin: Aye, President J. Franklin: Aye, Director Tucker: Aye.

The credit card policy was signed and sealed.

IX. NEW BUSINESS

A. Resolution No. 2014-01 Participation in SDRMA Health Benefits Program

The Board was requested to adopt Resolution 2014-01 approving the form of and authorizing the execution of a memorandum of understanding and authorizing participation in the SDRMA Risk Management Authority's Health Benefits Program.

Director Tucker made a motion to approve Resolution No. 2014-01 as presented and the MOU. The motion was seconded by Director B. Franklin and passed with the following roll call: Secretary Novis; Aye, Director Colomy; Aye, Director B. Franklin: Aye, President J. Franklin: Aye, Director Tucker: Aye.

Resolution No. 2014-01 and MOU was signed and sealed.

B. Financial Report Third Quarter FY2013-14

The Board reviewed the presented report. General Manager Sullivan answered and clarified some of the items and answered questions.

X OPERATIONS FACILITY AND COLLECTION REPORT

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

General Manager Sullivan received application letters for the vacancy of Operator II and he met with one candidate who requested a plant tour. This candidate is very qualified and General Manager Sullivan would like to set up an interview with him as soon as possible since the candidate is looking for a new position as soon as possible and we should not miss out on him. The Board agreed on the decision.


XII ITEMS FOR FUTURE CONSIDERATION BY THE BOARD

- Next Board meeting is May 8, 2014
- Closed Session

VI. ADJOURNMENT

A motion to adjourn was made by Director B. Franklin and seconded by Director Tucker. The meeting was adjourned at 5:55 pm.

Respectfully submitted:



David Novis
Board Secretary

Date: May 8, 2014

Minutes prepared by M. Souza