

SUMMERLAND SANITARY DISTRICT
2435 Wallace Avenue
Regular Board Meeting
Thursday April 13, 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 fives ayes.

IV. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF MARCH 9, 2017

Director J. Franklin moved to approve the minutes March 9, 2017. The motion was seconded by Director Novis and passed with fives ayes.

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

General Manager Sullivan answered and clarified questions the Board asked about pay out of the bills. Director Colomy moved to approve the bills for March 2017, including payroll and petty cash, totaling \$62,481. 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 committee did not meet.

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

The AOP committee met April 10, 2017 to discuss succession planning for the District. The Committee reviewed information and discussed the requested new staff position, Operator I, per July 1, 2017. The District's financial situation was discussed as well as the proposed salary and benefits for the Operator I position. The AOP Committee recommends the additional full-time position per July 1, 2017. The item will be listed on next month's agenda as an action item.

VIII. NEW BUSINESS

A. Public Records Information Request Policy.

A draft policy was presented to the Board for discussion and approval. Director Colomy asked Ms. Souza if a public agency can charge for providing services. Ms. Souza said that the Public Records Act adopted new provisions per January 2017 and that these new provisions are incorporated in the Policy.

Director J. Colomy moved to approved the Public Records Information Request Policy. The motion was seconded by Director B. Franklin and passed with five ayes.

B. Financial Status Report March 2017

The General Manager submitted Financial Status and Cash Balances Reports for Fund 5215 & 5216 and gave explanation where requested. The District is 75% into the budget. A meeting was requested with the Finance Committee for budget preparation for next fiscal year. A Finance Committee meeting date was set for Wednesday April 26, 2017 at 8:00 am.

C. Senate Bill 44; Coastal Oil Well Cleanup and Remediation

The General Manager submitted letters in support of Senate Bill 44. Director Novis has been in touch with Heal the Ocean in regard to this matter. Director Novis suggested to include a Coastal Oil Well Cleanup and Remediation update in the next newsletter of the District, it could provide useful information to Summerland Citizens. The Board and General Manager agreed with this and will include the topic in the next newsletter. Before publication a review by the Board of the newsletter is agreed upon.

IX. OPERATIONS FACILITY AND COLLECTION REPORT

General Manager Sullivan provided a written report on operations, facility and collection maintenance. UCSB Technician Ed Romero, who works on the Codar Installation visits the District on occasion. Ed created an intro movie for UCSB with a (video) drone. General Manager Sullivan was very impressed with his video and asked Ed to create one for the District. Ed accepted and came to the District last week to record footage with his drone. General Manager Sullivan gave a showing of the completed District's intro video that is now on the frontpage of the Summerland Sanitary District Website.

X ITEMS FOR FUTURE CONSIDERATION BY THE BOARD

- Next Board meeting date: May 11, 2017
- District Staff: Proposed New Operator I position per July 1, 2017.

XI ADJOURNMENT

The meeting was adjourned at 5:58 p.m.

Respectfully submitted:

Betty Franklin
Board Secretary

Date: _____

Minutes prepared by M. Souza