

SUMMERLAND SANITARY DISTRICT

2435 Wallace Avenue
Regular Board Meeting
Thursday May 8, 2014, at 5:00 p.m.

MEETING MINUTES

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

I. ROLL CALL

DIRECTORS PRESENT: DAVID NOVIS
 JOLENE COLOMY
 BETTY FRANKLIN
 JOHN FRANKLIN
 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 Colomy 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.

IV. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF APRIL 10, 2014

Director Colomy moved to approve the minutes of April 10, 2014. The motion was seconded by Director Tucker. 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.

V. 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 Colomy moved to approve the bills for April 2014, including payroll and petty cash, totaling \$51,458. 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.

VI. PUBLIC COMMENT

None

VII. COMMITTEE REPORTS

A. Finance Committee Report

Committee did meet and reviewed the draft budget.

Budget was reviewed and the committee recommended an increase to the legal and travel & transportation budget, which was decreased by the General Manager. The committee will report further

under New Business item A and B. The committee complimented General Manager Sullivan for his work and effort in preparing the budget.

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

The committee met earlier today and discussed the General Manager's contract and recommended it to the Board for adoption. The contract will be placed on next month's agenda as an action item. Alfonso Aguilar's job title was discussed and was proposed to change into Operator I and Maintenance & Collections Supervisor. Next month this will be placed on the agenda as an action item. General Manager Sullivan discussed M. Souza applying for a Special District Administrator Certificate; the Board is in favor of this. General Manager also discussed with the AOP committee that he was considering employing M. Souza for a couple of extra hours a week to upgrade the Districts database.

C. Ad Hoc Committee - Review Annual Sewer Service Rates

The committee recommended to the Board that after reviewing the previously calculations and recommendation to keep everything in place as is. Foreseen is that the Plant will be impacted by the current drought. The committee asked the General Manager to place "review of annual sewer service fees rates" as an item on the agenda in a year from now.

Director B. Franklin raised the question if there should be an outreach committee formed to inform customers about possible impact of the drought on the District. This item will be placed on the agenda of the next board meeting.

D. Ad Hoc Committee - Effluent Water Reclamation

The committee scheduled a meeting with the General Manager for May 15, 2014 to be updated on the reclamation/recycle process.

VIII. NEW BUSINESS

A. Budget FY 2014-15

The General Manager and Finance Committee will discuss the preliminary budget FY 2014-15 for acceptance.

The Finance Committee requested staff to prepare a budget reflecting 1 & 2% COLA. Carpinteria Sanitary District received a 1.5% COLA and Carpinteria Water District received a 2% COLA. Calculations are displayed at the budget worksheet showing that this year and next fiscal year the District is able to deposit some money into the reserve. Various expense line-items were discussed by the Directors and General Manager Sullivan explained calculations of some of the expenses to the board members.

Secretary Novis moved to adopt the draft budget for fiscal year 2014-15. 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.

B. Cost of Living Adjustment FY 2014-15

The Board will consider a cost-of-living pay adjustment according to Resolution 2007-09.

Director Tucker moved to adopt a 2% COLA. The motion was seconded by Director Novis and passed with the following roll call: Secretary Novis; Aye, Director Colomy; Aye, Director B. Franklin; Aye, President J. Franklin; Aye, Director Tucker;

C. Proposed New Bylaws CSDA

The Board of Directors are requested to review the new CSDA Bylaws and are asked to cast their votes on an official ballot.

The Bylaws were reviewed; no substantial changes were made to the bylaws.

Director Colomy moved to vote yes on the new Bylaws for CSDA. 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;

D. Proposed New Bylaws CASA

The Board of Directors are requested to review the new CASA Bylaws and are asked to cast their votes on an official ballot.

The Bylaws were reviewed; no substantial changes were made to the bylaws.

Director Tucker moved to vote yes on the new Bylaws for CASA. The motion was seconded by Secretary Novis 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 MANAGER'S REPORT: OPERATIONS FACILITY AND COLLECTION REPORT

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

X CLOSED SESSION:

Closed session pursuant to Govt. Code section 54957: Public Employment – General Manager; Public Employee Discipline.

President J. Franklin announced that the Board went into closed session at 5:56 pm. The meeting was reconvened at 6:01 pm. At this time President Franklin reported that information was exchanged, but no action was taken.

XII ITEMS FOR FUTURE CONSIDERATION BY THE BOARD

- Next Board meeting is June 12, 2014
- Closed Session
- Manager's Contract proposal
- Proposed title Change Staff.
- Community Outreach; Drought Information.

ADJOURNMENT

A motion to adjourn was made by Director B. Franklin and seconded by Director Tucker. The meeting was adjourned at 6:03 pm.

Respectfully submitted:

David Novis
Board Secretary

Date: _____

Minutes prepared by M. Souza