

SUMMERLAND SANITARY DISTRICT
2435 Wallace Avenue
Regular Board Meeting
Thursday August 17, 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 Novis moved to approve the agenda. The motion was seconded by Director J. Franklin and passed with five ayes.

IV. CLOSED SESSION PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTION 54956.6

*Title: Pending Litigation
Santa Barbara Superior Court Case No.17CV01699
Cecelia Lord v. Summerland Sanitary District*

President Tucker announced that there were no items to discuss and no closed session held.

V. RECONVENE OPEN SESSION

No closed session was held.

VI. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF JULY 13, 2017

Director Colomy moved to approve the minutes with the following amendment: on page 3, under item 9, change General to General Manager. The motion was seconded with the amendment by Director B. Franklin and passed with five ayes.

VII. APPROVAL OF THE MONTHLY BILLS FOR JULY 2017, 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 July 2017, including payroll and petty cash, totaling \$91,997. The motion was seconded by Director Novis and passed with five ayes.

VIII. PUBLIC COMMENT

None

IX. COMMITTEE REPORTS

A. Finance Committee Report

The Finance Committee did not meet.

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

The AOP Committee did not meet.

X. NEW BUSINESS

A. APN 005-240-012, 2500 Wallace Avenue

The Board was updated on the quit claim process of the parcel mentioned above. General Manager Sullivan received an email today, Thursday August 17, from Stephen Frank. Mr. Frank is the family's attorney and executor of the Trust that owns APN parcel 005-240-012. The email was read out loud and contained the following: After Summerland Sanitary District receives the deed, a check of \$4,950 would be made payable to the Trust. General Manager Sullivan informed the Board that the property has some unpaid taxes of approximately \$128, which will be the responsibility of the Summerland Sanitary District once the property deed is transferred. The recording fee will be absorbed by the Trust. Mr. Frank requested a confirmation email that the above is acceptable and will thereafter prepare, sign and record the deed.

Director J. Colomy made a motion to accept Mr. Frank's offer that was communicated per email of August 17, 2017. The motion was seconded by Director Novis and passed with five ayes.

B. Rate study 2017/18

The Board was informed about the kick-off meeting that took place on July 25, 2017. The General Manager requested the President of the Board to appoint a Rate Study Ad-Hoc Committee. President Tucker appointed Director Novis and Director B. Franklin for the Rate Study Ad-Hoc Committee; both Directors volunteered for the position. General Manager Sullivan would like to discuss the administrative fees with the Committee. During research of Proposition 218, M. Souza read that a rate study needs to be performed every ten years, and not every five years as the District has done in the past. The Rate Study Ad-Hoc Committee will advise the Board if adopting rates for longer than five years could be a valid option.

C. Main sewer pipeline repair section between manhole R9022 and R9023 and between manhole R9019 and R9020.

The General Manager updated the Board on the repairs that took place on the collection mainline. Several sections at the mainline on Shelby Street pulled apart and moved towards the ocean. There are five repairs that took place on Shelby Street to correct this problem.

D. Building sewer/private sewerline Definitions in Summerland Sanitary District Ordinance No. 16 and SSD District Standard Specifications Book.

The General Manager requested the Board to consider amending the building sewer/private sewerline definitions to provide clarity regarding building and repair responsibilities for saddle and wye. The District hosted the annual SAMA meeting in July 2017 and at this meeting, the City of Santa Barbara gave a presentation about their pipe rehabilitation project. One of the topics that was discussed was that ownership of the wye, or saddle often is not clearly defined at Sanitary Districts. In the Summerland Sanitary District's Ordinance No. 16, there is also no clear definition of who is responsible for the wye, or saddle. It has always been assumed that the responsibility lays with the property owner. The General Manager requested the Board to provide clear language to Ordinance No. 16 with the following amendment to Article 1. Definitions, definition (4) Building Sewer: "All connections, including lateral, wye or saddle at the Summerland Sanitary District sewer, shall be maintained at the expense of the property owner of the connection."

The Board requested staff to prepare the revised Ordinance No. 16 with the new verbiage for the next Board meeting.

E. Financial Report July 2017

The Board received a financial report of July 2017 for review.

IX OPERATIONS FACILITY AND COLLECTION REPORT

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

The District has been contacted by SDRMA regarding an early retirement medical insurance option offered through SDRMA. If an employee retires before the age of 65 and wants to enroll in medical coverage, they will be enrolled as an early retiree. Once a retiree turns 65, they can enroll in Medicare Part A and Part B coverage to continue under SDRMA's Medicare supplemental plan. The early retiree will pay for this benefit themselves and will be billed by the District (e.g. via direct deposit). Once the retiree leaves the plan, the option of enrolling again will be voided. General Manager Sullivan is interested in offering this benefit to all employees and requested the Board to consider adopting this benefit, which will be of no cost to the District. The Board directed General Manager Sullivan to add this item to next month's agenda.

X ITEMS FOR FUTURE CONSIDERATION BY THE BOARD

- Next Board meeting date: September 14, 2017.
- Ad Hoc Rate Study Committee
- Revised Ordinance No. 16
- Early- retirement medical insurance benefit option offered through SDRMA

XI ADJOURNMENT

The meeting was adjourned at 5:37 p.m.

Respectfully submitted:

Betty Franklin
Board Secretary

Date: _____

Minutes prepared by M. Souza