



SUMMERLAND SANITARY DISTRICT

2435 Wallace Avenue
Regular Board of Directors Meeting
Wednesday July 11, 2018, at 5:00 p.m.

MINUTES

THE MEETING WAS CALLED TO ORDER AT 5:04 P.M. BY PRESIDENT TUCKER.

I. ROLL CALL

DIRECTORS PRESENT: JOLENE COLOMY
DAVID NOVIS
MARTIN TUCKER
JOHN FRANKLIN
JIM WITMER

ALSO, PRESENT MIKE SULLIVAN General Manager
SHARON SAMSKI Office Manager/Clerk to the Board

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

Director D. Novis moved to approve the Agenda. The motion was seconded by Director J. Colomy and passed with five ayes.

IV. PUBLIC COMMENT

none

V. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING ON JUNE 14, 2018, AND THE MINUTES FOR THE JUNE 27 AND JULY 5, 2018 FINANCE COMMITTEE MEETINGS

Director D. Novis moved to approve the minutes for the regular board meeting and finance committee meetings. The motion was seconded by Director J. Colomy and passed with five ayes.

VI. APPROVAL OF THE MONTHLY EXPENSES FOR THE MONTH OF JUNE 2018, INCLUDING PAYROLL AND PETTY CASH

General Manager Mike Sullivan answered and clarified questions the Board had about pay out of bills. Director J. Colomy moved to approve the monthly bills, including payroll and petty cash. The motion was seconded by Director D. Novis and passed with five ayes.

VII. COMMITTEE REPORTS

A. *Finance Committee Report*

The committee meetings on June 27 and July 5 were reported by Director J. Colomy and Director J. Franklin.

Discussion included:

1. No change in the vacation procedures.
2. J. Franklin recommended a separate asset fund be established to offset the compensated absence liability on the balance sheet. The matter will be presented to the County Auditor's office as well as the Financial Accountant.
3. A change in the Employee Handbook for employees hired prior to 5/2008 requesting a written request for payout of sick leave up to 90 days with approval by the GM.

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

The committee did not meet

VIII. EXPENDITURE REPORT

General Manager Mike Sullivan answered and clarified questions the Board had about June Expenditure Report. Director J. Colomy moved to approve the Expenditure Report. The motion was seconded by Director J. Franklin and passed with five ayes.

IX. NEW BUSINESS

A. Election of Secretary of the Board of Directors.

The Board is asked to elect a secretary to complete the term for 2018 due to the resignation of board member Betty Franklin. Director D. Novis moved to approve the nomination of Director J. Colomy as interim secretary. The motion was seconded by Director J. Franklin and passed with five ayes.

B. Financial Status Report June 2018.

The General Manager submitted Financial Status and Cash Balance Reports for Fund 5215, 5216, 5217. Director J. Colomy moved to approve the Financial Status Report. The motion was seconded by Director D. Novis and passed with five ayes.

X. OPERATIONS FACILITY AND COLLECTION REPORT

The General Manager provided a written report on operations, facility and collection maintenance. The Flow Study was discussed. The potential cost of repair for 150 feet of main line on Lillie Ave at Ortega Road is approximately \$120,000-\$300,000 and met with approval of the Board to move forward with repair.

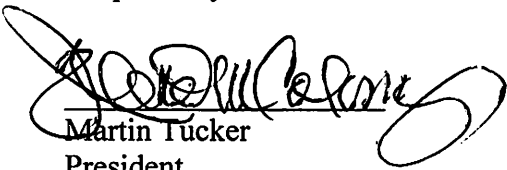
XI. ITEMS FOR FUTURE CONSIDERATION BY THE BOARD

A. The next Board meeting is August 9, 2018 @ 5:00 PM.

XII. ADJOURNMENT

The meeting was adjourned at 6:07 pm by a motion from J. Franklin and seconded by D. Novis

Respectfully submitted:


Martin Tucker
President

Date: August 9, 2018

Minutes prepared by S. Samski