



SUMMERLAND SANITARY DISTRICT
2435 Wallace Avenue
Regular Board of Directors Meeting
Thursday August 9, 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
MARJON SOUZA 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 JULY 11, 2018

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

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

General Manager M. Sullivan answered and clarified questions the Board had about pay out of bills. Director J. Franklin moved to approve the monthly bills, including payroll and petty cash totaling \$112,859. The motion was seconded by Director J. Colomy and passed with five ayes.

VII. COMMITTEE REPORTS

A. *Finance Committee Report*
The committee did not meet.

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

The committee did not meet

VIII. NEW BUSINESS

A. Resolution No. 2018-06: Resolution of the Board of Directors of the Summerland Sanitary District Declaring an emergency regarding a certain section of the main sewer pipeline, between manhole R9057 and manhole R9058, authorizing remedial work to be performed without competitive bidding, and making necessary findings thereof. Resolution requires a four-fifth vote to be adopted.

General Manager M. Sullivan explained the proposed emergency rehabilitation project. Work is scheduled for Monday August 27, 2018 through Wednesday August 29, 2018 during regular work hours. The District and Cushman (contractor) will be using the parking lot that is located next to the Red Kettle Coffee Shop and some of parking spaces will be blocked off on Lillie Avenue, behind Sandpiper Liquors. Expected cost will be around \$100,000. This section of the main pipeline collects wastewater from a large portion of Summerland and it's a critical that this pipeline is fully functional. Notices to property owners and residents around the project zone will be delivered next week.

Director J. Colomy moved to approve Resolution No. 218-06. The motion was seconded by Director J. Franklin and passed with the following roll call: Director Colomy; Aye, Director J. Franklin; Aye, Director Novis; Aye, Director J. Witmer; Aye, Director M. Tucker; Aye.

Resolution 2018-06 was signed and sealed.

B. Ordinance No. 20: Ordinance and Order of the Governing Board of the Summerland Sanitary District amending Ordinance No. 10, section 6. Miscellaneous Fees.

The new calculated miscellaneous fees were part of the rate study performed by Raftelis and did not need to be included in the Prop. 218 Hearing. Ordinance No. 10 needs to be amended by the proposed new rates that were reviewed by the finance committee in November and during the regular board of directors meeting in December last year. Director J. Colomy made a motion to adopt Ordinance No. 20. amending Ordinance No. 10, section 6. Miscellaneous Fees. The motion was seconded by Director J. Franklin and passed with the following roll call: Director Colomy; Aye, Director J. Franklin; Aye, Director Novis; Aye, Director J. Witmer; Aye, Director M. Tucker; Aye.

Ordinance No. 20 was signed and sealed.

C. Review Conflict of Interest Code

The Board reviewed the adopted Conflict of Interest Code Resolution No. 2016-05 pursuant to Government Code § 87306.5 and concluded that no amendments where necessary.

The notice form to the County of Santa Barbara stating that no amendments where necessary was signed and dated by President Tucker.

D. *Resolution 2018-07: Resolution of the Board of Directors of Summerland Sanitary District for Online Banking Services. Authorizing certain staff members to access the bank's business online banking services.*

General Manager M. Sullivan explained that certain staff members need to be able to approve online payments, like deferred compensation withholdings from districts employees' paychecks. The authorization will activate certain features off the bank's online services.

Director J. Franklin made a motion to authorize district staff M. Sullivan and M. Souza to access the bank's business online banking services. The motion was seconded by Director D. Novis and passed with the following roll call: : Director Colomy; Aye, Director J. Franklin; Aye, Director Novis; Aye, Director J. Witmer; Aye, Director M. Tucker; Aye.

Resolution 2018-07 was signed and sealed.

E. *Financial Status Report July 2018.*

General Manager M. Sullivan submitted Financial Status and Cash Balance Reports for Fund 5215, 5216, & 5217 and gave an explanation where requested. The operational budget balance looks a little distorted due to one-time annual payments for certain services.

X. OPERATIONS FACILITY AND COLLECTION REPORT

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

- The Flow Study was discussed.
- Staff member Alfonso Aguilar has been out on sick leave due to an operation on his knee. All is well with Alfonso, and his expected return is September 9, 2018.
- Sick-leave Form was reviewed, no additional comments were given.
- A notice for public hearing was received from QAD. QAD is proposing to develop 10-20 residential housing units on site, which is under review by the planning commission.
- Director D. Novis proposed to include information about the rehabilitation project into a newsletter. All other directors agree with this proposal. Director D. Novis will reach out to staff to work on compiling information for the newsletter.

XI. ITEMS FOR FUTURE CONSIDERATION BY THE BOARD

A. The next Board meeting is September 13, 2018 at 5:00 PM

B. Closed Session pursuant to California Government Code Section 54956.6

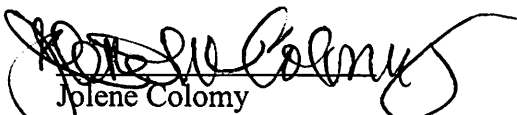
Title: Pending Litigation

Santa Barbara Superior Court Case No. 18CV01923-Government Code (Subdivision (a) of Section 54956.9).

XII. ADJOURNMENT

The meeting was adjourned at 6:55 pm by a motion from J. Franklin and seconded by D. Novis.

Respectfully submitted:


Jolene Colomy
Secretary

Date: September 13, 2018

Minutes prepared M. Souza