



**SUMMERLAND SANITARY DISTRICT**  
2435 Wallace Avenue  
Regular Board of Directors Meeting  
Thursday November 14, 2019 at 5:00 p.m.

**MINUTES**

THE MEETING WAS CALLED TO ORDER AT 5:00 P.M. BY PRESIDENT J. FRANKLIN

I. ROLL CALL

DIRECTORS PRESENT	JOLENE COLOMY	
	JOHN FRANKLIN	
	DAVID NOVIS	
	MARTIN TUCKER	
	JAMES WITMER	
ABSENT	-	
ALSO, PRESENT	MICHAEL SULLIVAN	General Manager
	MARJON SOUZA	Office Manager/Clerk to the Board

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

A motion was made by Director D. Novis to approve the agenda. The motion was seconded by Director M. Tucker and passed with five ayes.

IV. PUBLIC COMMENT

No Public Comment.

V. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 10, 2019

A motion was made by Director J. Colomy to approve the minutes for the regular board meeting. The motion was seconded by Director M. Tucker and passed with five ayes.

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

General Manager M. Sullivan answered and clarified questions the Board had about pay out of bills. A motion was made by Director M. Tucker to approve the monthly expenses, including payroll and petty cash totaling \$89,461. The motion was seconded by Director J. Colomy and passed with five ayes.

VII. COMMITTEE REPORTS

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

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- B. Administration, Operations & Personnel (AOP) Committee Report  
The AOP Committee did not meet.

VIII. NEW BUSINESS

A. Board Governance Workshop

The Board of Directors received information from the Special District Leadership Academy and a proposal from Rauch Communications Consultants Inc. with information of a workshop to be held at the District, for Board members and staff. The Board considered the proposal.

The Directors requested to receive more information regarding the training contents proposed by Rauch Communications. The Board directed staff to contact other districts to find if there is interest in attending this training.

B. Financial Status Report October 2019

The General Manager submitted Financial Status and Cash Balances Reports for Funds 5215, 5216 & 5217 and provided explanation where requested.

Financial status reported was filed and accepted.

C. OPERATIONS FACILITY AND COLLECTION REPORT

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

D. BOARD COMMUNICATIONS

- A. Board communications: none  
B. Items for future Board meetings:
  - Board Governance WorkshopC. Next Board meeting date:  
Thursday December 12, 2019 at 5:00 p.m.

E. ADJOURNMENT

A motion was made by Director D. Novis to adjourn the meeting at 5:35 pm. The motion was seconded by Director J. Colomy and passed with five ayes.

Respectfully submitted:



Jim Witmer  
Board Secretary

Date: December 12, 2019

Minutes prepared by M. Souza