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SUMMERLAND SANITARY DISTRICT
BOARD OF DIRECTOR'S
ANNUAL ORGANIZATIONAL MEETING

MINUTES
January 9, 2020

I. ORGANIZATIONAL MEETING

1. Elect Temporary Chairperson

A motion was made by Director J. Witmer to elect the Clerk of the Board, M. Souza, as temporary Chairperson. The motion was seconded by Director J. Franklin and approved by five ayes.

2. Pledge of Allegiance

3. ROLL CALL

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

Temporary Chair M. Souza also verified:

- a. That the Oath(s) of Office have been taken pursuant to the requirements of Section 3, of the California Constitution, Elections Code section 10554 and Government Code section 1360, and;
- b. Compliance with campaign statement filing requirements, and;
- c. Compliance with the Political Reform Act (Statement of Economic Interest Report, Form 700) for all newly elected or appointed officials, and those leaving office. (Government Code SS 87202, 87203)

4. Temporary Chair Souza Announced that:

"Pursuant to law, this is the time and place for the meeting to organize the members as a Governing Board."

5. Election of a Board President (Current App. John Franklin)

Nominee:	David Novis
Motion to Approve:	John Franklin
Seconded By:	Jolene Colomy

Motion approved with five ayes.

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Newly Elected President David Novis Presided

6. **Appointment of the Following Officers, Consultants and Committees**

- a. **Vice President** (Current App. David Novis)
 Appointee(s): Jim Witmer
 Motion to Approve: John Franklin
 Seconded By: David Novis
 Motion approved with five ayes.
- b. **Secretary** (Current App. Jim Witmer)
 Appointee(s): Jolene Colomy
 Motion to Approve: John Franklin
 Seconded By: David Novis
 Motion approved with five ayes.
- c. **Finance Committee**
 Appointee(s): John Franklin & Jolene Colomy
- d. **Administration & Operations & Personnel Committee**
 Appointee(s): David Novis & Martin Tucker

7. **Other Organizational Decisions to be made by the Board**

- a. Designate the dates, time and place for holding regular meetings, pursuant to the requirements of Government Code section 54954(a) and Health and Safety Code section 6488.

Dates: Second Thursday of the Month
 Time: 5:00 P.M.
 Place: District's Office 2435 Wallace Avenue, Summerland

8. **President David Novis Announced:**

"The organizational procedures are complete. The Statement of Facts shall be filed with the Secretary of State and the Santa Barbara County Clerk, pursuant to Government Code section 53051(a) and (b). "The Board will now proceed with the regular meeting for District business as set forth in the agenda."



SUMMERLAND SANITARY DISTRICT
 2435 Wallace Avenue
 Regular Board of Directors Meeting
 Thursday January 9, 2020 at 5:00 p.m.

MINUTES

- I. ORGANIZATIONAL MEETING
- II. APPROVAL OF THE AGENDA
 A motion was made by Director M. Tucker to approve the agenda. The motion was seconded by Director J. Colomy and passed with five ayes.
- III. PUBLIC COMMENT
 No Public Comment.
- IV. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF DECEMBER 12, 2019
 A motion was made by Director M. Tucker to approve the minutes for the regular board meeting. The motion was seconded by Director J. Franklin and passed with five ayes.
- V. APPROVAL OF THE MONTHLY EXPENSES FOR THE MONTH OF DECEMBER, 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 J. Franklin to approve the monthly expenses, including payroll and petty cash totaling \$80,114. The motion was seconded by Director J. Colomy and passed with five ayes.
- VI. 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.
- VII. NEW BUSINESS
 - A. Company Vehicle
 The Board received a report from the General Manager regarding the bids that were received for a new company vehicle. Director M. Tucker requested during the previous board meeting if General Manager M. Sullivan could research if there was a fleet discount available. It was discovered that this provided a substantial discount. General

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Manager M. Sullivan thanked Director Tucker for his recommendation. As of today, the following bids have been received:

\$41,816: Ford F250 Crew Cab 2019 by Vista Ford Lincoln of Oxnard

\$51,505 for a Ford F250 Crew Cab 2019 by Calpin Ford in North Hills

\$45,019 for Chevy Silverado 2500 by Bunnin Chevrolet in Santa Barbara (this bid does not include a body conversion which will add another \$10,000).

President D. Novis had brought General Manager Sullivan in contact with Bunnin Chevrolet, but Bunnin came in over the bid received of Vista Ford Lincoln of Oxnard.

General Manager M. Sullivan said that the price given for the Ford F250 Crew Cab was for a 2019 model and this model has been sold in the meantime. A 2020 Ford F250 Crew Cab can be ordered and will have the same price quote hovering around the same bid amount of \$41,816.

A motion was made by Director J. Colomy to approve the purchase of a Ford F250 Crew at the lowest responsible bid. The motion was seconded by Director M. Tucker and passed with five ayes.

B. Financial Status Report December 2019

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

The financial report was accepted and filled.

VIII. OPERATIONS FACILITY AND COLLECTION REPORT

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

- Ortega Ridge Road Mainline extension project: Permitting process has been completed, next week there is a pre-construction meeting.
- Rusty's Pizza Parlor: Replacement of sewer lateral from property line to mainline is scheduled for next week.

IX. BOARD COMMUNICATIONS

A. Board communications: Director J. Colomy said that she heard that the business "Letter Perfect" on Lillie Avenue received notice to vacant. The property manager has signed a new lease with the Montecito Journal, who will be moving in shortly.

B. Items for future Board meetings:

Closed Session:

Conference with Legal Counsel- Existing Litigation (Subdivision (d) of Section §54956.9)

Title of Case: Santa Barbara Superior Court Case Number: 18CV01923 (Notice of Appeal)

Lucinda Malott Successor Trustee versus Summerland Sanitary District


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C. Next Board meeting date:
Thursday February 13, 2020 at 5:00 p.m.

X. ADJOURNMENT

A motion was made by Director J. Colomy to adjourn the meeting at 5:32 pm. The motion was seconded by Director J. Witmer and passed with five ayes.

Respectfully submitted:


J. Colomy
Board Secretary

Date: February 13, 2020
Minutes prepared by M. Souza