



SUMMERLAND SANITARY DISTRICT
2435 Wallace Avenue
Special Board of Directors Meeting
Thursday March 26, 2020 at 3:00 p.m.

NOTES

This meeting of the Board of Directors was conducted by teleconference in accordance with the Governor’s March 17, 2020 Executive Order N-29-20 (“Executive Order”).
Members of the public were able to observe, offer public comment and address the Board of Directors telephonically by **calling** (toll free): [1 \(866\) 899-4679](tel:18668994679) or [+1 \(224\) 501-3318](tel:+12245013318)
access code: 572-102-853.

MINUTES

THE SPECIAL BOARD MEETING WAS CALLED TO ORDER AT 3:00 P.M. BY PRESIDENT D. NOVIS

I. ROLL CALL

DIRECTORS PRESENT

JOLENE COLOMY
DAVID NOVIS
JOHN FRANKLIN
MARTIN TUCKER
JAMES WITMER

ABSENT

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ALSO, PRESENT

MICHAEL SULLIVAN General Manager
MARJON SOUZA Office Manager/Clerk to the Board
ANTHONY TREMBLEY Legal Counsel

I. ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

No Public Comments.

IV. ITEMS TO BE DISCUSSED

A. CLOSED SESSION

- (1) Public Employment/Public Employee Appointment
Government Code Section 54957(b)(1)
Titles: Treatment Plant Operations Supervisor, District Administrative Manager,
General Manager

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- (2) Conference with Labor Negotiators
Government Code Section 54957.6
Agency designated representatives: Board President, District Legal Counsel
Unrepresented Employees: Treatment Plant Operations Supervisor, District Administrative Manager, General Manager

President D. Novis announced that the Board went into closed session, with a separate telephone conference call with the Board members and Legal Counsel, at 3:02 p.m.

President D. Novis announced that the Board reconvened into open session at 3:39 p.m. President D. Novis announced that no action was taken.

B. OPEN SESSION ITEMS

- (1) Discussion and Consideration of Approval of the Following Agreements:
 - (A) Employment Agreement—Treatment Plant Operations Supervisor
 - (B) Employment Agreement—District Administrative Manager
 - (C) Agreement for Services of Independent Contractor—General Manager

A motion was made by Director J. Colomy to approve the agreements for the following:

- (A) Employment Agreement—Treatment Plant Operations Supervisor
- (B) Employment Agreement—District Administrative Manager
- (C) Agreement for Services of Independent Contractor—General Manager

The motion was seconded by Director M. Tucker was carried by the following roll call vote:

AYES	:	5	J. Colomy, J. Franklin, D. Novis, M. Tucker, J. Witmer
NOES	:	0	None
ABSENT:		0	None
ABSTAIN:		0	None

- (2) Discussion and Consideration of Approval of an Updated District Employee Salary Schedule

A motion was made by Director J. Franklin to approve District’s Employee Salary Schedule as presented. The motion was seconded by Director M. Tucker was carried by the following roll call vote:

AYES	:	5	J. Colomy, J. Franklin, D. Novis, M. Tucker, J. Witmer
NOES	:	0	None
ABSENT:		0	None
ABSTAIN:		0	None

- (3) Matters Pertaining to Public Health Emergency COVID-19 (Coronavirus). Staff provides an Infectious Disease & Covid-19 Emergency Response Plan. Update the Board on District actions in response to COVID-19 and seek direction from the Board of Directors on any additional actions necessary to protect public health during the public health emergency.

General Manager M. Sullivan answered questions about the Emergency Response Plan. The Board requested to extend the District Office closure until April 15, 2020 and to make sure that staff is always available to answer the phones during office hours and in case of an emergency. The District will change the Office Closure announcement to the public and will set up the phone system and answering service to reflect this request.

- (4) Matters Pertaining to District Board of Directors Meetings During the COVID-19 Public Health Emergency. The Board will discuss and take any actions necessary concerning Board meetings.

President D. Novis suggested to use Zoom Teleconference option for the next regular board meeting. Other Districts are using this as well and have shared positive results. The Board of Directors agreed to further explore this. No other actions requested.

V. BOARD COMMUNICATIONS

A. Board Communications

President D. Novis would like the Board to discuss the regular board meeting time and would like to Board to consider moving the meeting time to 3:00 p.m. instead of 5:00 p.m. The request will be placed on the next month's regular board meeting agenda for discussion.

B. Items for Next Board Meeting Agenda for Thursday April 9, 2020

- Closed Session
Conference with Legal Counsel-Existing Litigation (Subdivision (d) of Section §54956.9). Title of Case: Santa Barbara Superior Court Case Number: 18CV01923/Court of Appeal Case No. B298730.
Lucinda Malott Successor Trustee versus Summerland Sanitary District.
- Public Employment/Public Employee appointments
- District's Vacancy: Treatment Plant Operator II
- Board meeting time: Designate time for holding regular meetings, pursuant to the requirements of Government Code section 54954(a) and Health and Safety Code section 6488.

VI. ADJOURNMENT

A motion was made by Director M. Tucker to adjourn the meeting at 4:25 pm. The motion was seconded by Director J. Colomy and passed with five ayes.

Respectfully submitted:



Jolene Colomy
Secretary

Date: April 9, 2020