



Regular Board of Directors Meeting

Thursday May 28, 2020 at 3:00 P.M.

MINUTES

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 by joining via Zoom teleconference: 1-669-900-6833, Meeting ID: 983 226 8568

THE MEETING WAS CALLED TO ORDER AT 3:03 P.M. BY PRESIDENT D. NOVIS

I. ROLL CALL

DIRECTORS PRESENT

JOLENE COLOMY
DAVID NOVIS
JOHN FRANKLIN
MARTIN TUCKER
JAMES WITMER

ABSENT

-

ALSO, PRESENT

NOE AGUILAR VEGA Treatment Plant Operations Supervisor
MARJON SOUZA District Administrative Manager
MICHAEL SULLIVAN Interim General Manager
ANTHONY TREMBLEY Legal Counsel

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA [Action-item]

A motion was made by Director M. Tucker to approve the agenda. The motion was seconded by Director J. Colomy. The motion 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

IV. PUBLIC COMMENT [NON-AGENDA ITEMS]

No public was present.

V. 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

President D. Novis announced that the Board went into closed session with the Board members, Legal Counsel and staff, at 3:06 p.m.

President D. Novis announced that the Board reconvened into open session at 3:20 p.m. Legal Counsel Mr. Trembley announced that no action was taken.

VI. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING MAY 14, 2020 [Action-item]

A motion was made by Director M. Tucker to approve the minutes of the Regular Board meeting of May 14, 2020. The motion was seconded by Director J. Franklin. The motion 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

VII. COMMITTEE REPORTS

A. Finance Committee Report

The Finance Committee did meet May 21, 2020 and will report under IX New Business, item A. Budget Review & Resolution 2020-01

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

The AOP Committee did not meet.

IX. NEW BUSINESS [Action Item]

Budget Review & Resolution No. 2020-01 Adopting of Operating Budget Fund 5215, Capital Facilities Budget Fund 5216 and Capital Replacement and Repair Budget Fund 5217. The Board of Directors will be asked to consider approving the proposed budget FY2020-21 by adopting Resolution 2020-01.

The Board received a Proposed FY2020/21 Annual Budget.

The Finance Committee met with District Staff and the Interim General Manager May 21, 2020 and reviewed the proposed budget. There were some questions and changes made to the line item accounts for legal fees and directors' fees. The Finance Committee reviewed COLA calculation and recommended to include a 3% COLA for district personnel to keep inline with the other Districts who proposed within the range of 2.9 and 3.5%. The Finance Committee also raised the question if a COLA adjustment would be applicable for Management Positions since their salary placements in the new positions was completed in April. A cost of living adjustment was honored after a brief discussion and input from staff.

President D. Novis requested to move the approval of the budget to the next board meeting. No motion was made to table the item.

A motion was made by Director J. Franklin to approve the Resolution 2020-01, Adopting of Operating Budget Fund 5215, Capital Facilities Budget Fund 5216 and Capital Replacement and Repair Budget Fund 5217. The motion was seconded by Director J. Colomy. The motion was carried by the following roll call vote:

AYES:	4	J. Colomy, J. Franklin, M. Tucker, J. Witmer
NOES:	1	D. Novis
ABSENT:	0	None
ABSTAIN:	0	None

A. Retention of Services; Michael Sullivan

The Board discussed possible retention of services from Michael Sullivan after contract ending date.

Mr. Sullivan said that he discussed providing his services as an independent consultant until December 31st to the District with President Novis, and Management N. Aguilar Vega and M. Souza. After a discussion it was decided that an independent contract will be drafted per July 1, 2020 with a 30-day notice clause for both parties. The contract will be presented to the Board during the next Board meeting.

B. Emergency After-Hours Plan Staff. The Board will discuss a plan to be created for emergency response after business hours for staff.

President Novis said that he requested an Emergency Plan (not for after hours). Treatment Plant Operations Supervisor N. Aguilar Vega said that there is much in place already, but that he will develop a plan to concise all steps, possible scenarios, and procedures. The plan will be presented to the Board in the upcoming months.

C. Request for reduction of the Summerland Sanitary District Charges by Mr. Montgomery of the Nugget Restaurant, 2318 Lillie Avenue.

The Board of Directors received an email from Mr. Montgomery, owner of the Nugget, on May 22, 2020 with a request for reduction of sanitary charges.

The Board discussed the request. A reduction of sewer charges was given to the Big Yellow House in the past, but the restaurant had to disconnect the grease trap. The Board also agreed that providing a reduction at this moment could set a precedent and virtually every business and restaurant has been affected by the pandemic. The Board decided not to take action at this moment.

X. COVID-19 CORONAVIRUS

The Board may discuss issues pertaining to the current public health emergency, including current work schedule until May 31st, and provide any direction to staff.

Summerland Sanitary District
Minutes Regular Board Meeting 05/28/2020

Treatment Plant Operations Supervisor N. Aguilar Vega said that staff checked with other districts and they all returned to a normal work schedule, except for Goleta Sanitary District, who are working with staggered shifts, but they also have a larger staff. N. Aguilar Vega adjusted the Operations Procedural Guidelines and work schedule per June 1st and staff discussed these together. Temperature will be checked at the beginning of the work shift; masks are required at all times, work stations will be located at different locations, etc. The guidelines and work schedule were shared with the Directors by email on May 26th.

XI. TREATMENT PLANT OPERATIONS SUPERVISOR REPORT

Treatment Plant Operations Supervisor N. Aguilar Vega provided a written report on operations, facility, and collection system maintenance and gave an oral explanation on the report.

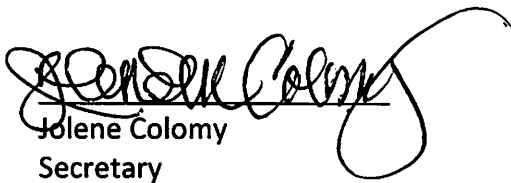
XII. BOARD COMMUNICATIONS

- Board Communications; none
- Items for future Board meetings; Independent Consultant Contract M. Sullivan
- Next Board meeting date; Thursday June 11, 2020.

VIII. ADJOURNMENT

The meeting was adjourned by 3:40 pm.

Respectfully submitted:


Jolene Colomy
Secretary

Date: June 11, 2020