



## Minutes of the Regular Board of Directors Meeting

Thursday February 11, 2021 at 3:00 P.M.

These are the minutes of the regular meeting of the Governing Board of the Summerland Sanitary District. The Governing Board of the Summerland Sanitary District held a regular meeting outdoors at the district premises located at 2435 Wallace Ave, Summerland, California with social distancing protocols. The meeting was conducted in accordance with the Governor’s Executive Order No. N-29-20. To minimize the potential spread of the Covid-19 virus, the District did not permit public access to the meeting location. The public was able to listen to the meeting telephonically by calling +1 669 900 6833 (San Jose) Meeting Code ID: 983 226 8568 or through the internet at <https://us02web.zoom.us/j/9832268568>.

The agenda notice for this meeting, including instructions for the public to provide comments and/or participate in the electronic meeting, was posted at the district’s website, bulletin board and at the post office at least 72-hours in advance of the meeting.

PRESIDENT D. NOVIS CALLED THE REGULAR BOARD MEETING TO ORDER AT 3:01 P.M.

I. ROLL CALL

DIRECTORS PRESENT	JOLENE COLOMY DAVID NOVIS JOHN FRANKLIN JAMES WITMER MARTIN TUCKER
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ABSENT -

ALO PRESENT	NOE AGUILAR VEGA Treatment Plant Operations Supervisor MARJON SOUZA District Administrative Manager Via Zoom Video Conference: ANTHONY TREMBLEY District Legal Counsel CRAIG MURRAY Public
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II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

President D. Novis asked if there were any modifications and/or changes to the agenda. Hearing none, the agenda was approved as submitted.

IV. PUBLIC COMMENT [NON-AGENDA ITEMS]

No public comments were submitted, and no public was present via telephone, or Zoom at this time.

V. CLOSED SESSION ITEM

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

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Title of Case: Santa Barbara Superior Court Case Number: 18CV01923/Court of Appeal Case No. B298730. Lucinda Malott Successor Trustee versus Summerland Sanitary District.

Board President, D. Novis, announced that the Board entered in a closed session with legal counsel and district staff at 3:03 p.m. to discuss item V.

President D. Novis announced that the Board reconvened into open session at 3:45 p.m. and reported that no action was taken.

At this point Legal Counsel Mr. A. Trembley left the meeting.

VI. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF JANUARY 14, 2021

[Action-item]

A motion was made by Director J. Colomy to approve the minutes of the Regular Board Meeting of January 14, 2021. The motion was seconded by President D. Novis. The motion was carried by the following roll call vote:

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

VII. APPROVAL OF THE MONTHLY EXPENSES FOR JANUARY 2021, INCLUDING PAYROLL AND PETTY CASH [Action-item]

District Management answered and clarified questions the Board had about pay out of bills. A motion was made by Director J. Colomy to approve the monthly expenses, including payroll and petty cash totaling \$87,812 for Fund 5215. The motion was seconded by Director J. Witmer and passed with the following roll call vote:

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

VIII. COMMITTEE REPORTS

A. Finance Committee Report

The Finance Committee did not meet.

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

The AOP-Committee did meet January 21, 2021 and discussed the personnel handbook. Reporting will take place under new business item VIII. C.

C. Ad-hoc Committee;

The Ad-hoc Committee did not meet.

VIII. NEW BUSINESS [Action Items]

A. **Received Correspondence: Letter Retirement from Law Practice Mr. A. Trembley**

Description: The Board of Directors received a letter from Mr. A. Trembley on January 20, 2021 informing the Board that Mr. Trembley will retire from law practice per April 1, 2021.

This item was discussed under the Special Board Meeting Agenda item IV New Business

**B. Report of Zoom Meeting with Montecito Water District (MWD) January 21, 2021**

Summerland Sanitary District's Board President and Management was requested by Montecito Water District (MWD) to meet via Zoom. The meeting was held with MWD Board Directors Mr. Coates and Mr. Plough and General Manager Mr. Turner. The meeting was held regarding preliminary talks for consolidation between MWD and Montecito Sanitary District. The Board President updated the Board.

At this point Mr. Craig Murray joined the meeting as public via Zoom.

Montecito Water District (MWD) and Montecito Sanitary District (MSD) are considering consolidation of the two agencies. MWD requested to meet to explore the idea of possibly including Summerland Sanitary District into the conversation. MWD said that they would like to use Carpinteria Sanitary District water basin for recycled water storage and possibly run a pipeline to that District. A project like that would be very expensive. Board President D. Novis noted that Carpinteria Sanitary District has not been contacted, which was confirmed by Mr. Murray.

**C. Resolution 2021-01 Resolution of the Governing Board of Directors of the Summerland Sanitary District Adopting the Personnel Policy and Employee Handbook [Action Item]**

The Board of Directors was requested to adopt Resolution 2021-01. The Board received an administrative report, a recap of changes, and a copy of the Personnel Policy and Employee Handbook (Exhibit A).

President D. Novis said that the AOP-Committee met with Management and reviewed the Handbook that was updated by the Employment Lawyer. Some immaterial changes were made to the handbook and an overview of all the updates and changes are included in the report.

A motion was made by Director J. Franklin to adopt Resolution 2021-01: Resolution of the Governing Board of Directors of the Summerland Sanitary District Adopting the Personnel Policy and Employee Handbook. The motion was seconded by Director J. Colomy and passed with the following roll call vote:

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

Resolution 2021-01 was signed and sealed.

**D. Request for approval to purchase flow meter sensor and analog controller [Action Item]**

The Board was requested by the Treatment Plant Operations Supervisor to approve purchasing a flow meter sensor and Hach Analog Controller with a total expense of \$5,743 to be allocated under budget 5216.

A motion was made by Director J. Colomy to approve the purchase of the flow meter sensor and Hach Analog Controller with a total expense of \$5,743. The motion was seconded by Director J. Franklin and passed with the following roll call vote:

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

X. FINANCIAL STATUS REPORT JANUARY 2020

The Board received a Financial Status and Cash Balances Reports for Funds 5215, 5216 & 5217 and staff provided explanation where requested. The Board accepted the report as presented.

XI. TREATMENT PLANT OPERATIONS SUPERVISOR REPORT

Treatment Plant Operations Supervisor N. Aguilar Vega provided a written report and in addition to the report he informed the hydraulic study was completed and that slip lining the outfall pipeline is feasible. The next step is to video the pipe and a proposal for this will be presented to the Board at a later time.

XII. DISTRICT ADMINISTRATIVE MANAGER REPORT

District Administrative Manager M. Souza provided a written report and answered questions the board had regarding the report. President D. Novis asked if Hillary Hauser was contacted for grant connections, which was not the case. President Novis will contact Hillary Hauser. The AOP-Committee will be meeting February 25<sup>th</sup> for the evaluation of the two management positions.

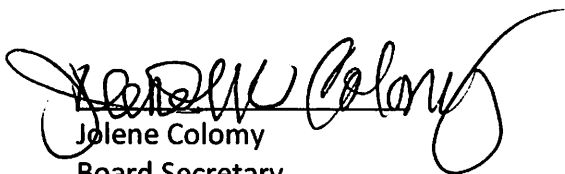
XIII. BOARD COMMUNICATIONS

- A. Board communications; none.
- B. Items for future Board meetings:
  - Retention of District Legal Counsel
  - MT evaluations & contract
- C. Next Board meeting date:
  - Special Board meeting February 18, 2021 at 3:00 p.m.
  - Regular Board meeting March 11, 2021 at 3:00 p.m.

XIV. ADJOURNMENT

A motion was made by Director J. Witmer to adjourn the Regular and Special Board meeting at 4:34 p.m. The motion was seconded by Director M. Tucker and passed with five ayes.

Respectfully submitted:

  
Jolene Colomy  
Board Secretary

Date: March 11, 2021

Minutes prepared by M. Souza