



## Minutes of the Regular Board of Directors Meeting

Thursday, September 8, 2022, at 2:00 p.m.

These are the minutes of the regular meeting of the Governing Board of the Summerland Sanitary District held at the District's Office at 2435 Wallace Avenue, Summerland, California.

The public was able to listen to the meeting telephonically by calling +1 669 900 6833 (San Jose), code 983 226 8568, or through the internet at <https://us02web.zoom.us/j/9832268568>. The public was also allowed to attend the meeting.

The agenda notice for this meeting, including instructions for the public to provide comments and/or participate in the electronic meeting, was posted on the district's website and 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 2:00 p.m.

- I. CALL TO ORDER/ROLL CALL

DIRECTORS PRESENT	JOLENE COLOMY JOHN FRANKLIN DAVID NOVIS MARTIN TUCKER JAMES WITMER	
ABSENT	-	
OTHERS PRESENT	NOE AGUILAR VEGA MARJON (MAR) SOUZA ALISON LECHOWICZ	Operations Manager Administrative Manager Rate Consultant
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF THE AGENDA
- IV. President D. Novis asked if there were any modifications and/or changes. Hearing no objections, the agenda was approved as submitted.
- V. PUBLIC COMMENT [NON-AGENDA ITEMS]

No public comments were submitted, and one member of the public was present via zoom.
- VIII. BOARD WORKSHOP ON RATE STUDY PROCESS [Non-Action Item]

Ms. Alison Lechowicz, Principal of LT Municipal Consultants, led a rate study workshop about calculating rates, methods, prop. 218 and the role and scope of board direction. Ms. Lechowicz addressed questions the Board had regarding the rate study process and rate calculations.
- VI. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF AUGUST 9, 2022 [Action Item]

A motion was made by Director M. Tucker to approve the minutes of the Regular Board Meeting of August 9, 2022. The motion was seconded by Director J. Franklin, and was carried by the following roll call vote:

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

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ABSENT: 0 None  
ABSTAIN: 0 None

VII. APPROVAL OF THE MONTHLY EXPENSES FOR AUGUST 2022, INCLUDING PAYROLL AND PETTY CASH [Action Item]

District Management answered the Board's questions and clarified information about the payout of bills. A motion was made by Director J. Franklin to approve the monthly expenses, including payroll and petty cash totaling \$56,291 for Fund 5215. The motion was seconded by Director J. Colomy, and 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

VIII. COMMITTEE REPORTS

A. Finance Committee Report

The Finance Committee did not meet.

B. Administration, Operations & Personnel (AOP) Committee

The AOP- Committee did not meet.

IX. OLD BUSINESS ITEMS

A. Emergency Repair Report for the Replacement of Treatment Plant's Blowers as Authorized by Resolution 2021-08 [Non-Action Item]

The Board reviewed the submitted staff report. Operations Manager N. Aguilar Vega said that the blower units and the Variable Frequency Drives have been received by Cushman. Installation is expected to happen in the week of Monday September 19<sup>th</sup>. Until the completion of the installation, the emergency condition, as described in Resolution 2021-08, still exists.

B. Rate Study Fiscal Year 2022-23 [Non-Action Item]

The Board discussed that a Request for Proposal for a Sewer Rate Study should be sent out to rate study consultant firms and directed staff to do so.

X. FINANCIAL STATUS REPORT – AUGUST 2022 [Action Item]

The Board received Financial Status and Cash Balances Reports for Funds 5215, 5216, and 5217, and staff provided explanations as requested.

A motion was made by Director J. Franklin to accept the Financial Status Report of August 2022. The motion was seconded by Director M. Tucker, and 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

**IX. OPERATIONS MANAGER REPORT**

Operations Manager N. Aguilar Vega provided a written report and answered Board questions.

- Operations Manager N. Aguilar Vega and Director J. Franklin attended the SWRCB meeting on Thursday August 25<sup>th</sup> in Santa Barbara. The Summerland NPDES Permit was approved. Questions from the Water Board were directed and answered by Mr. Aguilar Vega. Director J. Franklin gave his compliments to Mr. Aguilar Vega regarding his informative answers.
- Annual Sampling was performed, and everything looks good so far.
- Two weeks ago, staff mentioned misalignment of the primary clarifier flights. One of the sprockets is missing 4 teeth. The clarifier will be rebuilt by staff in the coming weeks.

**X. ADMINISTRATIVE MANAGER REPORT**

Administrative Manager M. Souza provided a written report and answered Board questions.

**XI. BOARD COMMUNICATIONS**

- A. Board communications: It was asked that if the Board is considering a rate study, should consolidation or dissolution be discussed further. Administrative Manager Souza said that with the rate study report it will show the future rates and the financial overview. The result of Rate Study could show a pathway for the Board in which direction to go. The upcoming capital expenditure of the replacement of the outfall pipeline was also discussed and after a cost estimate is received, staff will start applying for grants.
- B. Items for future Board meetings: Discussion of the received proposals for Rate Study FY2022-23.
- C. The next regular board meeting is Thursday, October 13, 2022

**XII. ADJOURNMENT**

A motion was made by Director J. Franklin to adjourn the Regular Board Meeting at 3:44 p.m. and was seconded by Director J. Colomy and carried by five ayes.

Respectfully submitted:



Jim Witmer  
Board Secretary

Date: October 13, 2022

Minutes prepared by M. Souza