



Minutes of the Regular Board of Directors Meeting

Thursday, March 9, 2023, at 3:00 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 invited to attend the meeting in person.

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 COLOMY CALLED THE REGULAR BOARD MEETING TO ORDER AT 3:01 p.m.

I. CALL TO ORDER/ROLL CALL

DIRECTORS PRESENT

JOLENE COLOMY
JOHN FRANKLIN
GARY ROBINSON
MARTIN TUCKER
JAMES WITMER

ABSENT

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OTHERS PRESENT

DAVID LEWIS	Operations Manager
JANET McGINNIS	Legal Counsel
MARJON (MAR) SOUZA	Administrative Manager
ALISON LECHOWICZ	Rate Study Consultant via Zoom

II. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF THE AGENDA

President J. Colomy 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 no member of the public was present via telephone or Zoom.

VI. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF FEBRUARY 9, 2023 [Action Item]

A motion was made by Director J. Franklin to approve the minutes of the Regular Board Meeting of February 9, 2023. The motion was seconded by Director M. Tucker, and was carried by the following roll call vote:

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

VII. APPROVAL OF THE MONTHLY EXPENSES FOR JANUARY, 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 \$62,539 for Fund 5215. The motion was seconded by Director J. Witmer, and was carried by the following roll call vote:

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

VII. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS, Government Code Section 54957.6
Unrepresented employee: DISTRICT ADMINISTRATIVE MANAGER

At 3:02 p.m., Board President J. Colomy announced the commencement of the closed session.

At 3:16 p.m., Board President J. Colomy announced that the Board reconvened in an open session and reported that the Board AOP Committee made a recommendation for the compensation adjustment request.

Director G. Robinson made a motion to enter into a new employment contract with M. Souza, District Administrative Manager, with a retroactive date of January 1, 2023, ending June 30, 2025, with annual compensation of \$130,000. There will be no COLA adjustment on July 1, 2023, but a COLA adjustment on July 1, 2024. The motion was seconded by Director J. Franklin, and was carried by the following roll call vote:

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

The Employment Agreement will be drafted by Legal Counsel and will be included in the Board meeting agenda and packet of April 13, 2023, for approval and execution.

VIII. COMMITTEE REPORTS

A. Finance Committee Report

The Finance Committee met on March 9, 2023, for a meeting with the Rate Study Consultant and Staff to discuss the draft study report. The committee will provide their recommendations to the Board under New Business item A.

B. Administration, Operations & Personnel (AOP) Committee

The AOP Committee met on February 17, 2023, and the committee gave its report during the closed session.

VIII. NEW BUSINESS ITEMS

A. Draft Rate Study Report [Action Item]

The Board received a Draft Rate Study Report dated March 3, 2023, from Lechowicz + Tseng Municipal Consultants for review and acceptance. Ms. Alison Lechowicz presented the Draft Rate Study page by page via Zoom and answered Board questions. The Board and staff

requested to add the EDU calculation formula and change the Office building name from QAD to UCSB. The draft study report that was presented is very comprehensive and detailed. The Board discussed the rate classification restructuring required by Prop. 218 and resulting in a redistribution of the rate increase. Even though the overall rate increase is 5%, the residential class rate increase is proposed at 10.5% and the non-residential rate decreases by 14%. This will need to be explained to the ratepayers at the Town Hall meeting. A motion was made by Director J. Franklin to accept the Draft Study Rate Report as presented, with the requested revisions. The motion was seconded by Director M. Tucker, and was carried by the following roll call vote:

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

A Town Hall Meeting was scheduled for Monday, April 3rd at 5:30 p.m. as a Special Board Meeting. The public will be welcomed, and Board and staff members will be introduced. There will be a brief overview of the District, its function, and its latest capital projects. Alison Lechowicz will make a PowerPoint presentation on the Draft Rate Study and will hand out copies of the presentation. Ms. Lechowicz will send an example of the draft agenda to staff. Director J. Franklin requested that the Board would meet early with attendees at 5:00 p.m. at the Meeting Hall. The Board agreed to this.

President J. Colomy thanked Alison Lechowicz for her outstanding work on the Draft Rate Study Report.

B. Dissolution and Annexation Discussion [Action-item]

The Board continued its discussion of the potential dissolution of this district and annexation to a neighboring sanitary district and will consider creating a Dissolution and Annexation Ad-Hoc Committee.

The Board discussed whether Carpinteria Sanitary District and Montecito Sanitary District would be suitable candidates for annexation. In addition, Montecito Sanitary District and Montecito Water District are exploring merging and sending their (recycled) wastewater to Carpinteria Sanitary District. Nick Turner, GM of Montecito Sanitation District, has requested to meet with the SSD board and staff regarding this project. President J. Colomy appointed Director G. Robinson and Director J. Franklin to form an Ad-Hoc Committee to further explore the issues involved in annexation and to consider Mr. Turner's request for a meeting. Operations Manager D. Lewis mentioned the new Climate Change Adaptation Plan requires collaboration with other similar agencies as part of its reporting obligations and the efforts of the Ad Hoc Committee in working with CSD and MSD on these issues will further the stated goals of the Adaptation Plan. The Ad-Hoc Committee will schedule a meeting before the next regular board meeting.

X. FINANCIAL STATUS REPORT – February 2023 [Action Item]

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

The report was accepted as submitted.

IX. OPERATIONS MANAGER REPORT

Operations Manager D. Lewis provided a written report and answered Board questions. In addition to the report, Mr. Lewis reported the following:

- Due to the weather challenges the installation of the outfall buoy has been delayed. The buoy has been refurbished and installation will hopefully be completed by the end of March.
- The County of SB has been trying to clear the storm drain that runs through the District's property and is clogged up. To date, they have been unable to unclog the storm drain. Mr. D. Lewis showed pictures of the cleaning efforts. It is unclear if the County will have more funding to finish the project.
- Attended a workshop for the Climate Adaptation Program's first grant cycle application. The sign-up for a grant request was completed but the grant application is very comprehensive and due by March 31st.

X. ADMINISTRATIVE MANAGER REPORT

Administrative Manager M. Souza provided a written report and answered Board questions. In addition to the report, Ms. Souza reported that reimbursement of the Capital Recovery Fee for the proposed construction of an Accessory Dwelling Unit was completed for 173 Evans Avenue. The ADU permit was denied by the County of SB.

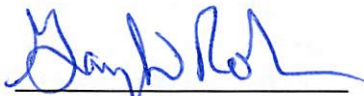
XI. BOARD COMMUNICATIONS

- A. Board communications: None
- B. Items for future Board meetings: Approval of the Final Rate Study Report
- C. The next regular board meeting is Thursday, April 13, 2023.

XII. ADJOURNMENT

A motion was made by Director J. Witmer to adjourn the Regular Board Meeting at 5:02 p.m. and was seconded by Director J. Franklin and carried by five ayes.

Respectfully submitted:



Gary Robinson
Board Secretary

Date: April 13, 2023

Minutes prepared by M. Souza