



V

Minutes of the Regular Board of Directors Meeting

Thursday, June 9, 2022, 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 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 3:00 p.m.

I. CALL TO ORDER/ROLL CALL

DIRECTORS PRESENT	JOLENE COLOMY DAVID NOVIS JOHN FRANKLIN JAMES WITMER MARTIN TUCKER	
ABSENT	-	
OTHERS PRESENT	NOE AGUILAR VEGA MARJON (MAR) SOUZA JANET MCGINNIS	Operations Manager Administrative Manager Legal Counsel (Zoom)

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

President D. Novis made a motion proposed to move the closed session up before the committee reports updates. President Novis asked if there were any modifications and/or changes; there were none. The motion was seconded by 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

IV. PUBLIC COMMENT [NON-AGENDA ITEMS]

No public comments were submitted, and no member of the public was present via telephone or Zoom.

V. APPROVAL OF THE MINUTES FOR THE SPECIAL BOARD MEETING OF MAY 9, 2022, AND THE REGULAR BOARD MEETING OF MAY 12, 2022 [Action Item]

A motion was made by Director J. Franklin to approve the minutes of the Special Board Meeting of May 9, 2022, and the Regular Board Meeting of May 12, 2022. The motion was seconded by Director J. Colomy, and was carried by the following roll call vote:

Summerland Sanitary District
Minutes Regular Board Meeting 06/9/2022

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

VI. APPROVAL OF THE MONTHLY EXPENSES FOR MAY 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. Colomy to approve the monthly expenses, including payroll and petty cash totaling \$81,692 for Fund 5215 and \$65,452 for Fund 5217. The motion was seconded by Director J. Witmer, 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. CLOSED SESSION ITEM

Conference with Legal Counsel – Existing Litigation – Government Code, § 54956.9(d)(1)
Lucinda Malott, etc. versus Summerland Sanitary District, Santa Barbara Superior Court No. 18CV01923

At 3:04 p.m., Board President D. Novis announced the commencement of the closed session.

At 3:08 p.m., Board President D. Novis announced that the Board had reconvened into open session and that the following reportable action was taken during the closed session: the Board authorized Board President D. Novis and Board Secretary J. Witmer to sign the settlement agreement.

VII. COMMITTEE REPORTS

A. Finance Committee Report

The Finance Committee did meet on May 26, 2022 and will give its committee report under item D New Business.

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 the installation of the Blowers is scheduled to be completed by the end of August 2022. Until the completion of the installation, the emergency condition, as described in Resolution 2021-08, still exists.

B. Emergency Repair Report for the Maintenance on the District's Outfall Pipeline as Authorized by Resolution 2021-09 [Non-Action Item]

The Board reviewed the submitted staff report. Operations Manager N. Aguilar Vega said TAFT, MPM, and District Staff worked together to push the rodder wire through the Outfall Pipeline. The rodder wire will be used to guide the cleaning and inspection material. It was a task that took all day since sand obstructed the wire to go through. With lots of flushing, using pressure from the effluent water to push the sand out, and perseverance, the task was completed. Tomorrow, Friday, June 10th, the water storage tanks, and the crane will be delivered. The maintenance operation will kick off on Monday, June 14th. The emergency condition, as described in Resolution 2021-09, still exists.

X. NEW BUSINESS ITEMS

- A. Request for Approval for the Service Proposal received from Trinity Alternative Power Solutions, Inc. for the Replacement of the District's Automatic Transfer Switch with a new ASCO ATS 400/AMP 480 [Action Item]

The Board of the Summerland Sanitary District was requested to approve the received proposal total cost of \$6,500 to replace the District's Automatic Transfer Switch (ATS) with a new ASCO ATS 400/AMP 480. The Board was also requested to authorize the Operations Manager to sign for approval.

Operations Manager N. Aguilar Vega gave a recap of the submitted written report that was provided in the Board meeting packet and explained the justification for the replacement of the treatment plant's faulty automatic transfer switch (ATS). The ATS is a critical component of the treatment plant electrical system.

A motion was made by Director J. Colomy to approve the proposal received from Trinity Alternative Power Solutions with a total of \$6,500 and authorize the Operations Manager to sign the proposal. 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

- B. Rate Study FY2022-23 [Non-Action Item]

The Board of the Summerland Sanitary District discussed initiating a Rate Study during the fiscal year 2022-23. President D. Novis strongly recommended initiating a Rate Study to be completed before the end of the next fiscal year. The Board agreed with this. President D. Novis requested the Rate Study Committee to meet before the next board meeting and requested them to discuss the annual sewer rates with a discount for certain residential classifications, among other tasks.

The Rate Study Committee will schedule a meeting before the next board meeting. The committee and staff will discuss the process of requesting proposals from Rate Study consultant firms.

- C. Letter of Engagement for Audit of the Financial Statements ending June 2022 Bartlett, Pringle & Wolf, LLP [Action Item]

The Board of the Summerland Sanitary District received a letter of engagement from Bartlett Pringle & Wolf, LLP for audit services with a total cost of \$16,200. The Board was requested to approve the letter of engagement.

Summerland Sanitary District
Minutes Regular Board Meeting 06/9/2022

The increase in audit services for the upcoming fiscal year is a total of \$700, or 8%. Director J. Franklin proposed to send out a request for a bid for audit services for next year to make sure the service cost is competitive. The Board agreed with this, and the District Administrative Manager will start this process at the beginning of next year.

A motion was made by Director M. Tucker to approve the letter of engagement from Bartlett Pringle & Wolf, LLP for audit services with a total cost of \$16,200. 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
ABSENT:	0	None
ABSTAIN:	0	None

D. Budget Review & Resolution No. 2022-03: Adopting of Operations Budget Fund 5215, Capital Facilities Budget Fund 5216, and Capital Replacement and Repair Budget Fund 5217 for FY2022/23 [Action Item]

The Board received a Proposed FY2022/23 Annual Budget and received input from the Finance Committee who discussed the proposed budget during the May 26th Finance Committee Meeting. The Board of Directors was asked to consider approving the proposed budget FY2022-23 by adopting Resolution 2022-03.

The Finance Committee reported that they met with staff on May 26th. The Committee reviewed the proposed COLA increase and determined it was appropriate to request the Board to adopt the 3.5% COLA after reviewing the schedule, district financial status, and the proposed COLA's of the surrounding district. The Board agreed with this. The Committee made a couple of changes to the proposed budget but mostly agreed with the presented budget proposal and the explanation.

Appreciation was expressed toward staff and the finance committee for having done a great job of presenting a clear and well-drafted budget proposal.

A motion was made by Director J. Witmer to adopt Resolution No. 2022-03: Adopting of Operations Budget Fund 5215, Capital Facilities Budget Fund 5216, and Capital Replacement and Repair Budget Fund 5217 for FY2022/23. 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

Resolution No. 2022-03 was signed and sealed.

E. Resolution No. 2022-04 Setting the Date for a Hearing and Giving Notice Thereof of Election to Collect Sewer Serves Charges on the County Tax Roll [Action Item]

The Board reviewed and considered adopting Resolution No. 2022-04 for collecting sewer service charges on the County tax roll for the Fiscal year 2022-23.

A motion was made by Director J. Witmer to adopt Resolution No. 2022-04: Setting the Date for a Hearing and Giving Notice Thereof of Election to Collect Sewer Serves Charges on the County Tax Roll. 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

Resolution No. 2022-04 was signed and sealed.

F. Resolution No. 2022-05 Agreeing that the Alternate Method of Distribution of Property Tax Levies & Assessments is Applicable to Tax Levies Made by the County of Santa Barbara, State of California [Action Item]

The Board reviewed and considered adopting Resolution No. 2022-05: Agreeing that the alternate method of distribution of property tax levies & assessments is applicable to tax levies made by the County of Santa Barbara.

A motion was made by Director J. Colomy to adopt Resolution No. 2022-05: Agreeing that the alternate method of distribution of property tax levies & assessments is applicable to tax levies made by the County of Santa Barbara. 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

Resolution No. 2022-05 was signed and sealed.

X. FINANCIAL STATUS REPORT – MAY 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. Colomy to accept the Financial Status Report of May 2022.

The motion was seconded by Director J. Witmer, 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. OPERATIONS MANAGER REPORT

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

- Mr. Aguilar Vega met with a property owner on-site at Ridgecrest Drive. This property owner is interested in connecting to the District and is exploring the possibility of constructing the main sewer line from Ridgecrest Drive to Ortega Ranch Road. There might be more interested neighbors that expressed interest in connecting as well. The Operations Manager and District Manager have been exchanging information

Summerland Sanitary District
Minutes Regular Board Meeting 06/9/2022

- Mr. Aguilar Vega also met with another property owner on-site on Evans Ave regarding connecting to the District as well. This property owner has visited the District and has been sent connection information to connect to the District's mainline.
- Mr. Aguilar Vega received the NPDES draft permit. A new requirement will be Climate Adoption Program which will be broken down into three phases. A public comment period for the Draft NPDES permit of 30-days will start next week.

IX. ADMINISTRATIVE MANAGER REPORT

Administrative Manager M. Souza provided a written report and answered Board questions. Directors J. Colomy and J. Witmer are up for reelection this year and are encouraged to register in July, or August for the new term.

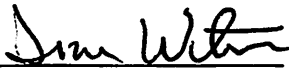
XI. BOARD COMMUNICATIONS

- A. Board communications: President D. Novis requested the topic of Board Compensation to be added to the agenda for July 14, 2022, Regular Board Meeting.
The luncheon will take place at the Summerland Beach Café on the private outdoor patio.
- B. Items for future Board meetings: Rate Study 2022/23
Board members Compensation
- C. The next regular board meeting is Thursday, July 14, 2022, at 3:00 p.m.

XII. ADJOURNMENT

A motion was made by Director J. Witmer to adjourn the Regular Board Meeting at 4:05 p.m. and was seconded by Director J. Franklin and carried by five ayes.

Respectfully submitted:



Jim Witmer
Board Secretary

Date: July 14, 2022

Minutes prepared by M. Souza