



Minutes of the Regular Board of Directors Meeting

Thursday, December 8, 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 PRO TEMPORE COLOMY CALLED THE REGULAR BOARD MEETING TO ORDER AT 3:00 p.m.

I. CALL TO ORDER/ROLL CALL

DIRECTORS PRESENT	JOLENE COLOMY JOHN FRANKLIN GARY ROBINSON MARTIN TUCKER JAMES WITMER
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ABSENT

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OTHERS PRESENT	NOE AGUILAR VEGA MARJON (MAR) SOUZA JANET MCGINNIS DAVID LEWIS	Operations Manager Administrative Manager Legal Counsel Public
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II. PLEDGE OF ALLEGIANCE

III. ANNUAL ORGANIZATIONAL MEETING [Action-item]

1. Certificate of Appointment and Oath of Office

Pursuant to Elections Code §10515, at a special scheduled meeting held on Tuesday, November 22, 2022, the County of Santa Barbara Board of Supervisors appointed in lieu of election the following qualified candidates to the district's board:

James L. Witmer	Full term (4 years)	December 2, 2022, to December 4, 2026
Jolene M. Colomy	Full term (4 years)	December 2, 2022, to December 4, 2026

The District received the Certificates of Appointment and Oath of Office Forms.

The Clerk of the Board M. Souza administered the Oath of Office. The Certificates were signed by J. Colomy and J. Witmer after the Oath was taken.

2. Election Temporary Chairperson

The Clerk of the Board requested a motion and a second for the election of a temporary Chairperson.

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A motion was made by J. Colomy to nominate J. Franklin as the temporary Chairperson. The motion was seconded by 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

3. The temporary Chair J. Franklin asked the Clerk of the Board M. Souza to verify the following:
- a) That the Oath(s) of Office have been taken pursuant to the requirements of Section 3, of the California Constitution, Elections Code section 10554, and Government Code section 1360, and;
 - b) Compliance with campaign statement filing requirements, and;
 - c) Compliance with the Political Reform Act (Statement of Economic Interest Report, Form 700) for all newly elected or appointed officials, and those leaving office. Government Code § 87202, 87203).

Clerk of the Board, M. Souza confirmed that all the above items' compliance requirements were followed and completed.

4. Temporary Chair J. Franklin announced that:
"Pursuant to law, this is the time and place for the meeting to organize the members as a Governing Board."

5. Election of Board President

Nominee:			Jolene Colomy
Motion to Approve:			Martin Tucker
Seconded By:			Jim Witmer
Roll Call:	AYES:	5	J. Colomy, J. Franklin, G. Robinson, M. Tucker, J. Witmer
	NOES:	0	None
	ABSENT:	0	None
	ABSTAIN:	0	None

Newly elected President J. Colomy presided

6. Election of the Following Officers

a) Vice President

Appointee:	Jim Witmer
Motion to Approve:	Jolene Colomy
Seconded By:	John Franklin

b) Secretary

Appointee:	Gary Robinson
Motion to Approve:	John Franklin
Seconded By:	Jim Witmer

c) Secretary Pro Tempore

Appointee:	Martin Tucker
Motion to Approve:	Jolene Colomy
Seconded By:	Jim Witmer

Roll Call for the newly proposed officers:

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

7. Appointment of Committee members by the Newly Elected President:

Finance Committee

Appointees: John Franklin & Jolene Colomy

Administration & Operations & Personnel Committee

Appointees: Jim Witmer & Gary Robinson

8. Other Organizational Decisions to be made by the Board

Designate the dates, times, and place for holding regular meetings, pursuant to the requirements of Government Code section 54954(a) and Health and Safety Code section 6488.

Dates: Second Thursday of the Month

Time: 3:00 p.m.

Place: District's Office, 2435 Wallace Avenue, Summerland CA

9. President Announced:

"The organizational procedures are complete. The Statement of Facts shall be filed with the Secretary of State and the Santa Barbara County Clerk, pursuant to Government Code section 53051(a) and (b). "The Board will now proceed with the regular meeting for District business as set forth in the agenda."

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 one member of the public was present.

VI. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF NOVEMBER 10, 2022, AND THE SPECIAL BOARD MEETING OF NOVEMBER 28, 2022 [Action Item]

A motion was made by Director M. Tucker to approve the minutes of the Regular Board Meeting of November 10, 2022, and the Special Board meeting of November 28, 2022. 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

VII. APPROVAL OF THE MONTHLY EXPENSES FOR NOVEMBER 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 \$78,570 for Fund 5215 and \$2,208 for Fund 5217. The motion was seconded by Director G. Robinson, and was carried by the following roll call vote:

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AYES:	5	J. Colomy, J. Franklin, G. Robinson, 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.

VIII. NEW BUSINESS ITEMS

A. Discussion and Consideration of Approval of the Following Agreements [Action Item]
Employment Agreement—Operations Manager.

Director G. Robinson had some “immaterial” corrections to the Agreement that were accepted.

A motion was made by Director J. Franklin to approve the Employment Agreement-Operations Manager to be entered with Mr. David Lewis. 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

The Employment Agreement-Operations Manager was signed by the Board and Mr. David Lewis.

B. Report from President J. Colomy on the Outreach to the CSD Board President.

The Board President J. Colomy reported on the Zoom meeting that was held on November 16, 2022, with the CSD Board President, Lyn Graf, and District Management, Mr. Craig Murry (CSD), and Ms. M. Souza (SSD). President Colomy said that it was a meet and greet meeting to let the Carpinteria Sanitary District know that SSD is currently doing a financial study and that the Board might return to Carpinteria Sanitary District for a formal meeting if annexation and dissolution will be considered to be further explored. The Board President Mr. Graf appreciated the outreach and will discuss the informal conversation with his Board.

C. Request to Approve the Quote from Parkson Corporation for the Purchase of One (1) Belt Press Roller and Authorization to the Operations Manager to Sign the Proposal [Action Item]

The Board was requested to approve the cost for the replacement of one of the two belt press rollers that is defective and to approve the quote provided by Parkson Corporation. Only one quote was obtained since the roller is only manufactured by Parkson Corporation. A staff report was included for more info.

A motion was made by Director J. Franklin to approve the quote as submitted by Parkson Corporation for the cost of the replacement of one belt press roller with a total of \$13,958

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and to authorize the Operations Manager to sign for approval. The motion was seconded by Director G. Robinson, 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

D. Financial Plan: Residential User Classifications [Action Item]

The Board was requested to provide the Financial Consultant with input on which type of residential user classification to include in the approved Financial Study for the computation of the suggested annual residential sewer fees. The Board discussed and decided to include the following residential user categories in the financial study:

- Single-Family Dwellings & Condominiums
- Multi -Family Dwellings (SFD + ADU, Duplexes)
- Multi-Unit Dwellings (Apartments)
- Mobile Homes

The District Administrative Manager M. Souza will contact the Finance Committee to schedule a meeting to review the draft Financial Study memo with the Financial Study Consultant. This meeting will be scheduled for the week of December 18th.

A motion was made by Director M. Tucker to approve the residential categories as listed. The motion was seconded by Director G. Robinson, 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

X. FINANCIAL STATUS REPORT – NOVEMBER 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 November 2022. The motion was seconded by Director J. Witmer, and was approved 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

IX. OPERATIONS MANAGER REPORT

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

X. ADMINISTRATIVE MANAGER REPORT

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

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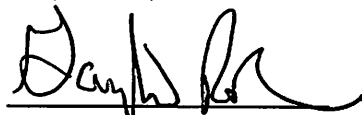
XI. BOARD COMMUNICATIONS

- A. Board communications: -
- B. Items for future Board meetings. Financial Statement Presentation by Ms. Solomon,
Financial Study Presentation by Mrs. Lechowicz.
- C. The next regular board meeting is Thursday, January 12, 2023.

XII. ADJOURNMENT

A motion was made by Director J. Witmer to adjourn the Regular Board Meeting at 4:35 p.m. and was seconded by Director J. Franklin and carried by five ayes.

Respectfully submitted:



Gary Robinson
Board Secretary

Date: January 12, 2023

Minutes prepared by M. Souza