



Minutes of the Regular Board of Directors Meeting

Thursday, May 11, 2023, at 3:00 p.m.

These are the minutes of the regular meeting of the Summerland Sanitary District Governing Board 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 3:00 P.M.

I. CALL TO ORDER/ROLL CALL

DIRECTORS PRESENT	JOLENE COLOMY	
	JOHN FRANKLIN	
	GARY ROBINSON	
	MARTIN TUCKER	
	JAMES WITMER	
ABSENT	-	
OTHERS PRESENT	DAVID LEWIS	Operations Manager
	MARJON (MAR) SOUZA	Administrative Manager

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 in advance and no members of the public were present at the meeting location, or via Zoom.

VI. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF APRIL 13, 2023, AND THE SPECIAL BOARD MEETING OF APRIL 26, 2023 [Action Item]

A motion was made by Director J. Franklin to approve the minutes of the Regular Board Meeting of April 13, 2023, and the Special Board Meeting of April 26, 2023. 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

VII. APPROVAL OF THE MONTHLY EXPENSES FOR APRIL, 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. Witmer to approve the monthly expenses, including payroll and petty cash totaling \$83,012 for Fund 5215 and \$58,915 for Fund 5217. 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

VIII. COMMITTEE REPORTS

A. Finance Committee Report

Did not meet.

B. Administration, Operations & Personnel (AOP) Committee

Did not meet.

C. Ad-Hoc Committee Annexation and Dissolution

The Ad-Hoc Committee met on May 9, 2023, and received an update on the Potable Reuse Study from Operations Manager, D. Lewis. The study is scheduled to be completed in October 2023. Administrative Manager, M. Souza informed the Committee that the District was contacted by Mr. Turner, the General Manager of Montecito Water District. Mr. Turner urged the District to consider including Montecito Sanitary District (MSD) in the Potable Reuse Study. M. Souza contacted the County of SB to request if a connection study towards MWD could be included in the Potable Reuse Study, the request was denied unless the study was paid for by SSD. Director J. Franklin said that SSD may consider this option after the current study is completed and if SSD's connection to Carpinteria Sanitary District (CSD) is not feasible. The Ad-Hoc Committee recommended that the Finance Committee review the CSD financials for due diligence. An Administrative Feasibility Task List was compiled. Consultants will be approached for a Request for Proposal for the Administrative Feasibility Study.

VIII. NEW BUSINESS ITEMS

A. FINANCIAL SERVICES AND AUDIT FY2022-23 BID PROPOSALS [Action Item]

The Board will review the bids received from Bartlett Pringle & Wolf LLC and Fechter & Company Certified Public Accountants and will approve one of the bids.

Two bid proposals were received and discussed. The Administrative Manager recommended approving the bid received from BP&W LLC, due to a very good working relationship with the auditor and firm, and the accounting assistance before the closing of the fiscal year. The company is also local. The Board agreed with the recommendation.

A motion was made by Director J. Franklin to approve the bid received by Bartlett Pringle & Wolf LLC with a total of \$18,000 for audit work FY21-22 and \$5,000 for accounting service. The motion was seconded by Director M. Tucker, 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

X. FINANCIAL STATUS REPORT – April 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 that the County of Santa Barbara is continuing to work on clearing the blockages in the storm drain. Progress has been made, but additional work is needed.

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 the requested boundary changes of certain parcels in the District were approved by LAFCO last week.

XI. BOARD COMMUNICATIONS

A. Board communications: None


B. Items for future Board meetings: Budget Approval FY2023-24

C. The next regular board meeting is Thursday, June 8, 2023.

XII. ADJOURNMENT

A motion was made by Director J. Witmer to adjourn the Regular Board Meeting at 4:00 p.m. and was seconded by Director J. Franklin and carried by five ayes.

Respectfully submitted:



Gary Robinson
Secretary

Date: June 14, 2023

Minutes prepared by M. Souza