



Minutes of the Regular Board of Directors Meeting

Thursday, December 14, 2023, at 3:00 p.m.

These are the minutes of the Summerland Sanitary District Governing Board meeting 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 J. 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
JAMES WITMER
MARTIN TUCKER

ABSENT

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OTHERS PRESENT

DAVID LEWIS
MARJON (MAR) SOUZA

Operations Manager
Administrative Manager

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

President J. Colomy asked if there were any other modifications and/or changes. Hearing no objections, the agenda was approved.

IV. PUBLIC COMMENT [Non-Agenda Items]

No public comments were submitted in advance. No members of the public were present at the meeting location or via Zoom.

V. ANNUAL ORGANIZATIONAL MEETING

1. Annual Organization and Nominations:

Board Officers shall be elected by the Board for one-year terms in December of each year.

2. Board President J. Colomy 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 the California Constitution, Elections Code §10554, and Government Code §1360, and;

b. 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 and §87203).

Clerk of the Board M. Souza verified that items a and b were complied with and completed.

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3. Board President J. Colomy announced that:
"Pursuant to law, this is the time and place for the meeting to organize the members as a Governing Board."

4. Election of Board President:

Nominee: Jim Witmer
Motion: Jolene Colomy
Seconded By: John Franklin

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. Witmer presided

5. Election of the Following Officers

a) Vice President

Nomination: Gary Robinson
Motion: Jim Witmer
Seconded By: John Franklin

b) Secretary

Nomination: Jolene Colomy
Motion: John Franklin
Seconded By: Gary Robinson

c) Secretary Pro Tempore

Nomination: Martin Tucker
Motion: Gary Robinson
Seconded By: Jolene Colomy

Roll Call for the newly nominated officers:

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

Appointment of Committee members by the Newly Elected President:

Finance Committee

Appointees: John Franklin and Jolene Colomy

Administration & Operations & Personnel Committee

Appointees: Jim Witmer and Gary Robinson

6. Other Organizational Decisions to be made by the Board

Designate the dates, time, 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 93067

8. President J. Witmer 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 outlined in the agenda."

VI. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF NOVEMBER 16, 2023

[Action Item]

Director J. Franklin made a motion to approve the minutes of the Regular Board Meeting of November 16, 2023. The motion was seconded by Director J. Colomy 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 EXPENDITURES FOR NOVEMBER 2023, INCLUDING PAYROLL AND PETTY CASH [Action Item]

District Management answered the Board's questions and clarified information about the payout of bills. Director G. Robinson made a motion to approve the monthly expenditures, including payroll and petty cash totaling \$93,234 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, 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 Strategic Committee

The Ad-Hoc Strategic Committee met today, December 14th, with the County of Santa Barbara's First District Supervisor Mr. Das Williams. The Countywide Potable Reuse Studies were discussed as well as the District's ocean outfall condition.

VIII. NEW BUSINESS ITEMS

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

Director J. Franklin made a motion to approve the Employment Agreement with Operations Manager Mr. David Lewis as presented. 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

The Employment Agreement was signed.

The Board thanked Mr. D. Lewis for an outstanding job and is looking forward to a continued partnership.

B. Consideration to Approve a Proposal for a Summerland Sanitary District (SSD) Collection System and Flow Equalization Analysis to the Montecito Sanitary District (MSD) with funding up to \$30,000 [Action Item]

Description: The Board received a Cost Study Proposal from Carollo Engineering for the SSD Collection System and Flow Equalization Analysis to MSD with a total of \$131,875.

The proposal provides an expansion of the current completed feasibility study of the SSD wastewater system connection toward the Carpinteria Sanitary District and will mirror the study toward the Montecito Sanitary District. The SSD Board was requested to approve funding of this cost proposal with \$30,000.

A motion was made by Director G. Robinsons to approve the Proposal for a Summerland Sanitary District Collection System and Flow Equalization Analysis to the Montecito Sanitary District with funding of \$30,000, under the condition that all identified parties participate in the study. The motion was seconded by Director J. Colomy, 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

IX. FINANCIAL STATUS REPORT – NOVEMBER 2023 [Action Item]

The Board received Financial Status and Cash balance 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 for November 2023. 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, J. Witmer, M. Tucker
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

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- X. OPERATIONS MANAGER REPORT
Operations Manager D. Lewis provided a written and oral report and answered Board questions.
- XI. ADMINISTRATIVE MANAGER REPORT
Administrative Manager M. Souza provided a written and oral report and answered Board questions.
- IX. BOARD COMMUNICATIONS
 - A. None.
 - B. Items for future Board meetings: Tracey Solomon from Bartlett Pringle & Wolf LLP will present the Audit Statements FY2022-23.
 - C. The next regular board meeting is Thursday, January 11, 2024
- X. ADJOURNMENT
President J. Witmer adjourned the meeting at 3:40 p.m.

Respectfully submitted:


Jolene Colomy
Secretary

Date: January 11, 2024

Minutes prepared by M. Souza