



Minutes of the Regular Board of Directors Meeting

Tuesday, May 9, 2024, 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) Meeting Code ID: 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. WITMER 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	DAVID LEWIS	Operations Manager
	MARJON (MAR) SOUZA	Administrative Manager

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

President J. Witmer 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 in person or via Zoom videoconference.

V. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF APRIL 11, 2024 [Action Item]

Director J. Colomy made a motion to approve the minutes of the Regular Board Meeting of April 11, 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

VI. APPROVAL OF THE MONTHLY EXPENSES FOR APRIL 2024, INCLUDING PAYROLL AND PETTY CASH
[Action Item]

District Management answered the Board’s questions and clarified information about the payout of bills. Director J. Franklin made a motion to approve the monthly expenses, including payroll and petty cash totaling \$83,909 for Fund 5215 and \$58,914 from Fund 5217. 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. COMMITTEE REPORTS

A. Finance Committee Report

The Committee met earlier today to discuss the proposed budget fiscal year 2024-25. There were a couple of minor adjustments and staff and the Finance Committee will present the proposed budget FY24-25 for approval to the Board at the next regular board meeting.

B. Administration, Operations & Personnel (AOP) Committee

Did not meet.

C. Ad-Hoc Strategic Committee

The Ad-Hoc Strategic Committee did meet on April 22, 2024. The Committee discussed Montecito Water District’ decision to put their Indirect Potable Reuse Project on hold. The Strategic Committee and staff will join the MSD board meeting on May 15th to discuss expectations and possibilities also in regard to the Financial Analysis. The Committee will report back at the next board meeting.

VIII. OLD BUSINESS

A. Casmalia Resources Hazardous Waste Site. [Action Item]

The Board received a memo from Legal Counsel with the advice to enter into the Tolling Agreement Extension and with information concerning the District’s ability to settle its exposure as a Potentially Responsible Party. The Board will be asked to authorize the Board president to enter the Tolling Agreement Extension.

Director G. Robinson made a motion to authorize President J. Witmer to sign the 13th Tolling Agreement Extension. 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. NEW BUSINESS ITEMS

A. Sewer Service Charges Rate Study for Fiscal Year 2025-26. [Action Item]

The Board considered and discussed whether to begin a Sewer Service Charges Rate Study to be completed during fiscal year 2024-25 for sewer charges that will be assessed on and after July 1, 2025.

Summerland Sanitary District
Minutes Regular Board Meeting 5/9/2024

Director G. Robinson made a motion to table the consideration of a Sewer Service Charges Study FY24-25 to the next regular board meeting date. 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

B. Resolution 2024-01 Candidate’s Statement of Qualifications. [Action-item]

The Board was requested to adopt certain policies in regard to the statements of candidates for office as members of the governing board of the District.

Director J. Franklin made a motion to approve Resolution 2024-01 with the choice of Candidate and 200 words. 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

C. Request to deposit cash funding to the Montecito Bank & Trust Payroll Account with \$10,000 and the Montecito Bank & Trust Petty Cash Account with \$1,000. [Action Item]

The District maintains two bank accounts in addition to funds that are held by the County of Santa Barbara Financial System. These bank accounts are used for payroll and petty cash expenditures. District Management requested approval to transfer the requested cash amounts due to foreseen underfunding for the upcoming fiscal year.

Director G. Robinson made a motion to approve to deposit cash funding to the Montecito Bank & Trust Payroll Account with \$10,000 and the Montecito Bank & Trust Petty Cash Account with \$1,000. 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

X. FINANCIAL STATUS REPORT – APRIL 2024 [Action Item]

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

XI. OPERATIONS MANAGER REPORT

Operations Manager D. Lewis provided a written and oral report and answered Board questions.

Summerland Sanitary District
Minutes Regular Board Meeting 5/9/2024

XII. ADMINISTRATIVE MANAGER REPORT

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

IX. BOARD COMMUNICATIONS

A. Board Communications: None.

B. Items for future Board meetings:


- Budget Approval FY2024-25
- Sewer Service Charges Rate Study Discussion

C. Next regular board meeting: Thursday, June 13, 2024

X. ADJOURNMENT

President J. Witmer adjourned the meeting at 3:52 p.m.

Respectfully submitted:


Jolene Colomy
Secretary

Date: June 13, 2024

Minutes prepared by M. Souza