



Minutes of the Regular Board of Directors Meeting

Thursday, February 13, 2025, 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 Passcode 123 or through the internet at <https://us02web.zoom.us/j/9832268568?pwd=nlT8jNgA5DOkwx950nKL4h0nmahQbj.1&omn=85964199693>.

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 G. ROBINSON CALLED THE REGULAR BOARD MEETING TO ORDER AT 3:00 P.M.

I. CALL TO ORDER/ROLL CALL

DIRECTORS PRESENT

JOLENE COLOMY
JOHN FRANKLIN
TRICIA PRICE
GARY ROBINSON
JAMES WITMER

ABSENT

-

OTHERS PRESENT

DAVID LEWIS
MARJON (MAR) SOUZA

Operations Manager
Administrative Manager

ZOOM VIDEOCONFERENCE PARTICIPATION

ALISON LECHOWICZ
MICHAEL COLANTUONO

Rate Study Consultant
Legal Consultant- Rate Making

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF THE AGENDA

President G. Robinson asked if there were any modifications or changes. Hearing no objections, the agenda was approved as submitted.

IV. PUBLIC COMMENT [Non-Agenda Items]

President G. Robinson asked the Clerk of the Board M. Souza if there were any public comments. No public comments were submitted in advance and no members of the public were present in person or via Zoom videoconference.

V. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING JANUARY 9, 2025, AND SPECIAL BOARD MEETING OF JANUARY 30, 2025 [Action Item]

Director T. Price made a motion to approve the regular board meeting minutes of January 9, 2025. The motion was seconded by Director J. Franklin.

Director J. Franklin made a motion to approve the special board meeting minutes of January 30, 2025. The motion was seconded by Director J. Colomy.

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The motions were carried by the following roll call vote:

| | | |
|----------|---|--|
| AYES: | 5 | J. Colomy, J. Franklin, T. Price, G. Robinson, J. Witmer |
| NOES: | 0 | None |
| ABSENT: | 0 | None |
| ABSTAIN: | 0 | None |

VI. APPROVAL OF THE MONTHLY EXPENDITURES FOR JANUARY 2025, INCLUDING PAYROLL AND PETTY CASH [Action Item]

District Management answered the Board's questions and clarified information about the payout of bills. Director J. Colomy made a motion to approve the monthly expenditures, including payroll and petty cash totaling \$106,242 from Operations Fund 5215 and \$1,124 from Capital Expenditure 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, T. Price, G. Robinson, J. Witmer |
| NOES: | 0 | None |
| ABSENT: | 0 | None |
| ABSTAIN: | 0 | None |

VII. COMMITTEE REPORTS

- A. Finance Committee Report
The committee did not meet.
- B. Administration, Operations & Personnel (AOP) Committee
The committee did not meet.
- C. Ad-Hoc Strategic Committee
The committee did not meet.
- D. Ad-Hoc Rate Study Committee
The committee did not meet.

VIII. NEW BUSINESS ITEMS

A. **Presentation of Draft Sewer Cost of Service Study Report** [Action Item]

The Board received the Draft Sewer Cost of Service Report from the Rate Consultant Ms. Alison Lechowicz and was requested to accept the COS report and to call for a Town Hall Meeting, March 6, 2025, at 5:00 p.m. to discuss findings with the Summerland Sanitary District Rate Payers.

The Board members held a brief discussion with the rate consultant and legal rate-making consultant and complimented Ms. Lechowicz on the readability of the report.

In addition, the Board was requested to instruct the Administrative Manager and Legal Rate Making Consultant Mr. Colantuono to prepare a District Sewer Service Charges Ordinance based on the COS Study.

Director J. Franklin made a motion to accept the Rate Study Cost of Service report as presented, call for a town hall meeting and to prepare the Sewer Service Charges Ordinance. The motion was seconded by Director J. Witmer, and was carried by the following roll call vote:

| | | |
|-------|---|--|
| AYES: | 5 | J. Colomy, J. Franklin, T. Price, G. Robinson, J. Witmer |
| NOES: | 0 | None |

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ABSENT: 0 None
ABSTAIN: 0 None

X. FINANCIAL STATUS REPORT – JANUARY 2025 [Action Item]

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

Director J. Colomy made a motion to accept the Financial Status Report as presented. The motion was seconded by Director J. Franklin and was carried by the following roll call vote:

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

XI. OPERATIONS MANAGER REPORT

Operations Manager D. Lewis provided a written and oral report and answered Board questions. In addition, Mr. Lewis informed the Board that a conditional job offer for the Operator-In-Training position was provided to candidate J. Rogers, who accepted the offer.

XII. ADMINISTRATIVE MANAGER REPORT

Administrative Manager M. Souza provided a written and oral report and answered Board questions. The Town Hall meeting will be a special meeting and is scheduled for Thursday, March 6, 2025. Invitation Postcards have been sent out.

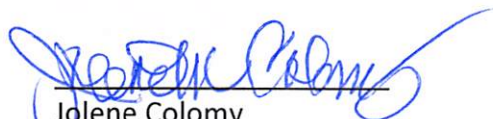
IX. BOARD COMMUNICATIONS

- A. Board Communications: President G. Robinson requested a correction for the December 12, 2024, meeting minutes. The minutes should show that the appointees for the finance committee are Jolene Colomy and Tricia Price.
- B. Items for future Board meetings: -
- C. Next regular board meeting: Tuesday, March 18, 2025.

X. ADJOURNMENT

President G. Robinson adjourned the meeting at 4:40 p.m.

Respectfully submitted:



Jolene Colomy
Secretary

Date: March 18, 2025

Minutes prepared by M. Souza