

**MINUTES OF THE REGULAR MEETING  
of the  
BOARD OF DIRECTORS  
of the  
MONTECITO SANITARY DISTRICT**

**September 10, 2020**

**1. CALL TO ORDER/ROLL CALL**

The Governing Board of the Montecito Sanitary District convened a regular meeting at 1:15 p.m. on September 10, 2020 using Zoom teleconferencing in accordance with State of California Executive Order No. N-29-20 issued on March 17, 2020.

**ATTENDANCE**

**Board Members Present:**

Directors Tom Bollay, Thomas Kern, Jeff Kerns, Dana Newquist, and  
Woody Barrett

**Board Members Absent:**

None

**Also Present and Participating:**

Diane M. Gabriel, MSD General Manager/District Engineer  
Elizabeth A. Byrne, MSD District Administrator  
Carrie Poytress, MSD Engineering Manager  
Alex Alonzo, MSD Operations Manager  
Karl H. Berger, MSD Legal Counsel  
Edwin Martin, Resident  
Leon Bartholomew, Ratepayer  
Hilary Hauser, Heal the Ocean  
Ken Coates, Ratepayer  
3 unidentified members of the public

**2. PUBLIC COMMENT**

No members of the public addressed the board.

**3. APPROVAL OF MINUTES**

The approval of the minutes of the August 13<sup>th</sup> Board meeting was forestalled until the next meeting. Staff was directed to review the motion made by Director Barrett under agenda item D and revise the minutes if necessary.

**4. APPROVAL OF PAYABLES**

On MOTION by Director Kerns and second by Director Barrett, the Board approved with a roll call vote these payroll and accounts payable expenses from August 8, 2020 and September 4, 2020.

Montecito Sanitary District  
**MINUTES** – September 10, 2020

|                              |                     |
|------------------------------|---------------------|
| Accounts Payable Expenses    | \$199,562.41        |
| Capital Improvement Projects | \$22,054.27         |
| Payroll and Related Expenses | \$203,597.46        |
| <b>Total Expenses</b>        | <b>\$425,214.14</b> |

AYES: Directors Kerns, Kern, Newquist, Barrett, Bollay  
 NAYS: None  
 ABSTAIN: None  
 ABSENT: None

**5. OLD BUSINESS**

**A. Mailer to District Customers Regarding the Essential Services Building and Recycled Water Program**

On MOTION by Director Woody Barrett and second by Director Dana Newquist, the motion not to send out the customer letter, motion failed.

AYES: Directors Newquist, Barrett  
 NAYS: Directors Kern, Kerns, Bollay  
 ABSTAIN: None  
 ABSENT: None

On MOTION by Director Tom Bollay and second by Jeff Kerns, the Board voted to send out the customer letter as written with some minor modifications to wording.

AYES: Directors Kern, Kerns, Bollay  
 NAYS: Directors Newquist, Barrett  
 ABSTAIN: None  
 ABSENT: None

One member of the public, Hillary Hauser of Heal the Ocean, addressed the Board.

**6. NEW BUSINESS**

**A. Resolution 2020 – 927 – Approving the Design and Plans for the Romero Canyon Sewer Main Extension - Authorization to Advertise For Bids**

On MOTION by Director Dana Newquist and second by Tom Kern, the Board voted to adopt the resolution authorizing the advertising of bids for the Romero Canyon Road Sewer Main Extension;

AYES: Directors Kerns, Kern, Newquist, Barrett, Bollay  
 NAYS: None  
 ABSTAIN: None  
 ABSENT: None

Montecito Sanitary District  
**MINUTES** – September 10, 2020

**B. Dedication Agreement for Sewer Facilities – 525 Hot Springs**

On MOTION by Director Woody Barrett and second by Dana Newquist, the Board voted to authorize the execution of the Dedication Agreement for Sewer Facilities with 525 Hot Springs.

AYES: Directors Kerns, Kern, Newquist, Barrett, Bollay  
NAYS: None  
ABSTAIN: None  
ABSENT: None

**C. General Manager Retirement; Appointment of Interim General Manager.**

On MOTION by Director Jeff Kerns and second by Tom Bollay, the Board voted to authorize the Board President to execute an agreement with Phoenix Civil Engineering for an interim General Manager of the District.

AYES: Directors Kerns, Kern, Newquist, Bollay  
NAYS: Director Barrett  
ABSTAIN: None  
ABSENT: None

**D. Information Items**

The board acknowledged letters dated June 11 and August 11, 2020 from Mr. Leon Bartholomew as received and filed.

**E. Agreements to be Signed**

747 Via Manana Road – Pump Variance Agreement for the on-site pump station  
1112 Hill Road – Residential Sewer Service Agreement for Detached Gym

**7. OPERATIONS AND MAINTENANCE**

The Board reviewed the information in the Board packet.

**8. ITEMS FOR THE NEXT AGENDA**

On MOTION by Director Woody Barrett second by Director Dana Newquist on delaying the Montecito Planning Commission hearing; motion failed.

AYES: Directors Newquist, Barrett  
NAYS: Directors Kern, Kerns, Bollay  
ABSTAIN: None  
ABSENT: None

On MOTION by Director Dana Newquist adding to the agenda for October 8, 2020 Board Meeting, discussing the qualifications necessary to hiring a general manager.

AYES: Directors Kerns, Kern, Newquist, Barrett, Bollay  
NAYS: None

Montecito Sanitary District  
**MINUTES** – September 10, 2020

ABSTAIN: None  
ABSENT: None

Next Board meeting set for September 24, 2020.

**9. ADJOURNMENT**

The Meeting adjourned at 4:02 p.m.

DocuSigned by:

*Thomas Bollay*

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Thomas Bollay, President

DocuSigned by:

*Director Jeff Kerns*

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Jeffrey Kerns, Vice President

DocuSigned by:

*Ellwood T. Barrett II*

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Ellwood T. Barrett, Secretary

DocuSigned by:

*Tom Kern*

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Thomas Kern, Treasurer

DocuSigned by:

*Director Dana Newquist*

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Dana Newquist, Director