



Montecito Sanitary District

1042 Monte Cristo Lane
Santa Barbara, CA 93108

A Public Service Agency

Phone: (805) 969-4200
www.montsan.org

MINUTES

For the Regular Meeting of the Board on:

March 11, 2021

1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a regular meeting at 1:35 pm on Thursday, March 11, 2021 using Zoom teleconferencing in accordance with the State Executive Order No. N-29-20 issued on March 17, 2020.

ATTENDANCE

Board Members Present:

President Dorinne Lee Johnson, Vice President Woody Barrett, Secretary Dana Newquist, Treasurer Don Eversoll, Director Gary Fuller.

Board Members Absent: None

Also Present and Participating:

Tony Wong, P.E. Kimley-Horn, MSD Interim General Manager
Carrie Poytress, MSD Engineering Manager
Alex Alonzo, MSD Operations Manager
Elizabeth (Betsy) A. Byrne, MSD District Administrator
Ricardo Larroude, MSD Collections & Maintenance Supervisor
Mark Manion, Price Postel & Parma
Bob Hazard, Montecito Resident
Ken, Montecito Resident
Edwin Martin
Jeff Kerns
MWD
Maureen Gaasch
Alison Thompson

Board President Johnson announced there will be a special meeting on March 25, 2021 at 2:00 pm with two topics of discussion: Recycled Water & 30% Design Study, and District consolidation.

2. PUBLIC COMMENT

No members of the public addressed the Board.

3. CONSENT CALENDAR

A. APPROVAL OF MINUTES

ON MOTION by Director Eversoll, Second by Director Newquist, the Board voted to approve the minutes of the February 11, 2021 regular meeting and the February 26, 2021 special meeting of the Board.

AYES: Directors Barrett, Eversoll, Fuller, Newquist, and Johnson
 NAYS: None
 ABSTAIN: None
 ABSENT: None

The Board Directed District Staff to remove the Consent Calendar on future agendas and list Approval of Minutes and Payables as two separate independent items.

B. APPROVAL OF PAYABLES

ON MOTION by Director Newquist, Second by Director Barrett, the board voted to approve the payables list for expenses incurred by the District between February 12, 2021 and February 26, 2021.

Accounts Payable Expenses	\$165,943.36
Capital Improvement Projects	\$ 128,234.54
Payroll and Related Expenses	\$163,969.34
Total Expenses	\$458,147.24

AYES: Directors Barrett, Eversoll, Fuller, and Newquist
 NAYS: None
 ABSTAIN: None
 ABSENT: Director Johnson

The Board questioned an item on the listed payables and directed staff to fix/raise the manholes on North Jameson Lane.

4. OLD BUSINESS

None

5. NEW BUSINESS

A. PUBLIC HEARING ON ADOPTION OF ORDINANCE NO. 17 – DIRECTOR COMPENSATION

ON MOTION by Director Newquist, Second by Director Eversoll, the Board voted to adopt Ordinance 17 setting Director Compensation.

AYES: Directors Barrett, Eversoll, Fuller, and Newquist
 NAYS: None
 ABSTAIN: None
 ABSENT: Director Johnson

B. SEWER MAIN EXTENSION DEFERRAL POLICIES

ON MOTION by Director Fuller, Second by Director Eversoll, the Board voted to maintain the current interest rate policy, and directed staff to send a letter to homeowners who have deferred connections after a sewer main extension project stating that the current interest rate that would be charged, based on an average

of the last 4 quarters of interest earned on funds in the County Treasury, is 1.01% and, there is significant cost savings to connecting now should interest rates increase in the future; also directed staff to summarize annualized interest rates from the County Interest Apportionment report, and include such summary in the letter.

AYES: Directors Barrett, Eversoll, Fuller, Newquist, and Johnson
NAYS: None
ABSTAIN: None
ABSENT: None

C. RECORDING AGAINST A PROPERTY

District Counsel presented that there is no current authority to allow the Sanitary District to record the cost of a deferred connection after sewer main extension project, to a property title, and that the Board would have the authority to do so if they adopted an ordinance; per CA Law, recording must be per Court Order or a Statute, and that an Ordinance is considered a statute. The Board discussed whether to adopt an ordinance, and took no action.

D. POLICIES AND PROCEDURES

The Board discussed current Purchasing Policies & Procedures and Directed Staff and District Counsel to develop new resolutions unsubjecting us to the Uniform Public Construction Accounting Act. Board Directed Staff and District Counsel to draft a new purchasing resolution for supplies, purchasing, and public works projects.

District Counsel presented that storage of recordings is governed by the Brown Act, which states that recordings must be maintained for 30 days and after such time it is okay to delete recordings, and that if the Board wishes to follow a policy other than the 30 days set by the Brown Act, they should adopt a policy. An Ad-Hoc Policies and Procedures Committee was formed with Directors Barrett and Newquist to meet one time and report back to the Board an updated proposed policy on zoom meeting recording retention.

E. PROCLAMATION

Director Barrett read a proclamation honoring Alex Alonzo for his service to the District and the Wastewater Industry, and congratulating him on his upcoming retirement.

F. COMMITTEE REPORTS

The Board heard reports of the following Committee Meetings:

- i) Finance Committee, Directors Eversoll and Barrett from their meeting of February 23, 2021.
- ii) Personnel Committee, Directors Johnson and Fuller from their meeting of March 9, 2021. The Board heard from Interim General Manager Tony Wong, related to the proposed promotions of two staff members; it was discussed in the meeting that Mr. Wong determined that it would be appropriate to make

such promotions on an interim basis until a permanent General Manager was appointed, and that he would make such interim promotions effective upon conducting his own interview of the promoting candidates.

iii) Strategic Planning Committee, Directors Barrett and Johnson from their meeting of February 25, 2021.

iv) Joint Strategic Planning Committee with Montecito Water District, Directors Barrett and Johnson from their meeting of March 2, 2021.

6. DISTRICT OPERATIONS AND MAINTENANCE

A. INFORMATION ITEMS

The Board heard a report from Engineering Manager Poytress summarizing the report and recommendations from Citadel EHS for the Industrial Hygiene Assessment prepared in January of 2021. The Board Directed staff to seek estimates of repairing the existing HVAC system in the recommended building(s).

Staff reported that the District Facebook page as developed by Davies PR Firm has been deactivated upon the District's request.

B. AGREEMENTS TO BE SIGNED

Staff will coordinate with Board President Johnson to execute a recorded signing of the following agreements with homeowners:

- i) 1205 Hill Road, Pump Variance Agreement
- ii) 165 La Vereda Road, Sewer Service Agreement for Auxiliary Structures (Pool Cabana)
- iii) 765 Hot Springs Road, Pump Variance Agreement
- iv) 860 San Ysidro Road, Pump Variance Agreement
- v) 860 San Ysidro Road, Sewer Service Agreement for Auxiliary Structures (Pool Cabana / Sports Pavilion)

- Professional Services Contract with Tierra Contracting for the Romero Canyon Road Sewer Main Extension Project as approved by the Board on February 11, 2021.

7. ITEMS FOR THE NEXT AGENDA

There will be a Special Meeting on March 25, 2021 for the topics of:

- A Cost Sharing Agreement with Montecito Water District
- Different forms of cooperation with Montecito Sanitary District and Montecito Water District / District Consolidation
- Joint special counsel with Montecito Water District
- Discussion of Directors participating in the sewer lateral rebate program.

There will be an A&O Committee meeting on Tuesday March 16, 2021 at 2:00pm

There will be a Joint Strategic Planning Committee meeting with the Montecito Water District on Tuesday April 6, 2021 at 10:00 am.

The next regular meeting of the Board will be on April 8, 2021 at 1:30pm and the Agenda shall include the topic(s) of:

- A resolution unsubjecting the District to the Uniform Public Construction Accounting Act
- A new purchasing policy resolution
- Hearing a report from the Ad-Hoc Policies and Procedures Committee with a recommendation for updated zoom meeting recording retention policy.
- Hearing a report from the labor negotiators to discuss and include Bob Murray and Associates
- Hearing a report from the Strategic Planning Committee on the meeting with the Montecito Water District from Tuesday April 6, 2021.

8. **ADJOURNMENT**

The meeting adjourned at 5:02 pm.

DocuSigned by:

Director Dorinne Lee Johnson

Dorinne Lee Johnson, President

DocuSigned by:

Ellwood T. Barrett II

Ellwood T. Barrett II, Vice President

DocuSigned by:

Dana Newquist

Dana Newquist, Secretary

DocuSigned by:

Donald M. Eversoll

Donald M. Eversoll, Treasurer

DocuSigned by:

Director Gary Fuller

Gary Fuller, Director