



Montecito Sanitary District

1042 Monte Cristo Lane *A Public Service Agency*
Santa Barbara, CA 93108

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

MINUTES

For the Regular Meeting of the Board on:

January 13, 2025

1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a regular meeting at 1:02 pm on Monday, January 13, 2025. The meeting was also broadcast using Zoom teleconferencing.

ATTENDANCE

Board Members Present:

Directors Glaser, Johnson, Newquist, and Ohlmann

Board Members Absent:

Director Barrett

Also Present and Participating:

John Weigold, MSD General Manager

Stephen Williams, MSD Business and Administrative Manager/Clerk of the Board

Bryce Swetek, MSD Engineering Manager

Aleks Giragosian, MSD General Legal Counsel

2. PUBLIC COMMENT

No members of the public addressed the Board.

3. COMMITTEE REPORTS

- A. Directors Johnson and Newquist gave a report on the Montecito Sanitary District Finance Committees January 9, 2025 meeting.

4. CONSENT CALENDAR

ON MOTION by Director Johnson, Seconded by Director Glaser, the Board voted to approve the following Consent Calendar items as amended:

- A. Payables from December 1, 2024 through December 31, 2024
- B. Board Meeting Minutes of the December 18, 2024 Regular Meeting
- C. Consideration of Allowance for Expenditures Adjustment for the Protective Measures of District Facilities (January 2023 Storm Project)

AYES: Directors Glaser, Johnson, Newquist, and Ohlmann
NAYES: None
ABSTAIN: None
ABSENT: Director Barrett

5. GENERAL MANAGER'S REPORT

The Board received a nonactionable update from General Manager John Weigold on relevant matters currently facing the District. Topics included:

- A. GM Meetings
- B. 2024 Employee of the Year
- C. January 2023 Storms Damage Projects Update
- D. Wastewater Treatment Plant (WWTP/Plant) Improvement Projects
- E. SSD and MSD Collection System and Flow Equalization Analysis for Montecito Water District Reuse
- F. Private Property Developments
- G. Summary of District Laboratory Quality Assurance Assessment
- H. District Planning and Building Approval Process with the County
- I. Procedure for Directors to Request Information from Staff
- J. District Financial Matters
- K. District Health Benefits Update
- L. CIP Progress
- M. Flow/Rainfall Comparison – January 2024 through December 2024

6. BUSINESS ITEMS

A. ORDINANCE NO. 24 – EXHAUSTION OF ADMINISTRATIVE REMEDIES PROCEDURE

ON MOTION by Director Johnson, Seconded by Director Ohlmann, the Board voted to adopt Ordinance No. 24 – Exhaustion of Administrative Remedies Procedure.

AYES: Directors Glaser, Johnson, Newquist, and Ohlmann
NAYES: None
ABSTAIN: None
ABSENT: Director Barrett

B. STANDING COMMITTEES ROLES AND RESPONSIBILITIES

The General Manager gave a presentation on the current draft Standing Committee Roles and Responsibilities. It was decided that each individual committee would review, update, and bring back to the Board at a later date.

C. DISCUSS CONTRACT CONTINGENCIES FOR DISTRICT PROJECTS

The Board received a presentation from staff regarding the complexities of Districts' construction project and information related to how contract contingencies are estimated. There was no action taken.

D. DISTRICT INVESTMENT COUNCIL PRESENTATION

This item was continued to the next Regular Board Meeting.

E. DISCUSSION OF FORENSIC AND COMPLIANCE AUDIT OF THE DISTRICT

This item was continued to the next Regular Board Meeting.

F. DISCUSSION OF REINSTATING DUAL SIGNATURES ON DISTRICT CHECKS

The Board discussed reinstating dual signatures on District checks. It was determined that the Finance Committee would discuss the topic and bring a recommendation to the Board.

G. DISCUSSION OF DOCUMENTS REQUIRING DIRECTOR SIGNATURE

The Board received information from District Legal Counsel regarding what District documents require Director's signatures.

7. CLOSED SESSION

A. PUBLIC COMMENT

N/A

B. PUBLIC EMPLOYEE EVALUATION (GOVERNMENT CODE § 54957)

Title: General Manager

This item was moved to the next Regular Board Meeting.

8. BOARD COMMUNICATIONS

A. Items for future Board meeting

ON MOTION by Director Newquist, Seconded by Director Glaser, the Board voted to place the following topics on the next agenda:

- i. Discussion on District Website
- ii. Discussion on an Ad Hoc to update the Board Policies and Procedures Manual
- iii. Discussion on a Board Retreat
- iv. Discussion on the General Manager Performance Evaluation

AYES: Directors Glaser, Johnson, and Newquist

NAYES: Director Ohlmann

ABSTAIN: None

ABSENT: Director Barrett

B. Next Regular Board Meeting Date – January 27, 2025

9. **ADJOURNMENT**

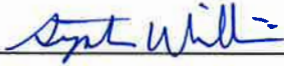
The meeting adjourned at 3:20 pm ON MOTION by Director Newquist, Seconded by Director Johnson.

These minutes were presented for approval at the Regular Board Meeting on January 27, 2025.



Ellwood T. Barrett II, President

Minutes taken and prepared by:



Stephen Williams
Business and Administrative Manager/Clerk of the Board