

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

November 12, 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 November 12, 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, and Dana Newquist

Board Members Absent:

Ellwood T. Barrett II

Also Present and Participating:

Jon Turner, MSD Interim General Manager
Carrie Poytress, MSD Engineering Manager
Alex Alonzo, MSD Operations Manager
Elizabeth (Betsy) A. Byrne, MSD District Administrator
Karl H. Berger, MSD General Counsel
Tracey Solomon, Bartlett, Pringle & Wolf LLP
Dorinne L. Johnson, Resident and Director Elect
Donald Eversoll, Ratepayer
Ken, Ratepayer
Keith Berry, member of the public
Montecito Resident
Resident

2. PUBLIC COMMENT

No members of the public addressed the Board.

3. APPROVAL OF MINUTES

On MOTION by Director Kerns, and second by Director Newquist, the Board approved of the minutes of the October 8th Board meeting, the Committee meetings from October 12th Personnel Committee, and November 5th Finance Committee.

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

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4. APPROVAL OF PAYABLES

On MOTION by Director Newquist and second by Director Kern, the Board approved with a roll call vote these payroll and accounts payable expenses from October 3, 2020 and November 6, 2020.

Accounts Payable Expenses	\$ 136,189.16
Payroll and Related Expenses	\$ 192,133.23
Total Expenses	\$328,322.39

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

5. OLD BUSINESS

None

6. NEW BUSINESS

A. Financial Audit Report – Fiscal Year 2019-2020

The Board accepted as received and filed the Fiscal Year 2019-20 Financial Reports as presented by Tracey Solomon of Bartlett, Pringle, & Wolf LLP.

B. Purchasing Policy Revisions

On MOTION by Director Newquist and second by Director Kern, the Board voted to adopt Resolution 2020-928, Resolution 2020-929, and introduce Ordinance No. 16. Second reading and adoption of Ordinance No. 16 is scheduled for the Board's next regular meeting in December;

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

C. Public Works Bidding and Contracting

Proposed Resolution and ordinance approved with Agenda item 6.B "Purchasing Policy Revisions."

D. Romero Canyon Road Sewer Main Extension- Status Report

Staff updated the Board of Directors on current project status.

E. Electrical Rehabilitation Design Services repairing electrical equipment at the MSD treatment plant

On MOTION by Director Newquist and second by Director Kerns, the Board voted to authorize the Interim General Manager to execute a professional services agreement, in a form approved by the General Counsel, with John Maloney, PE dba JMPE Electrical Engineering in the amount of \$12,800; including authorizing an extra services allowance for \$1,300;

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

F. Existing Administration and Operations Building Improvements

On MOTION by Director Kerns and second by Director Bollay, the Board voted to authorize the Interim General Manager to execute a professional services agreement for industrial hygiene investigation services, in a form approved by the General Counsel, with Citadel EHS in the amount of \$13,000; including authorizing an extra services allowance for \$1,300;

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

G. Information Items

The Interim General Manager Jon Turner, P.E. updated the Board as to current projects and operations of District.

H. Agreements to be Signed

None

7. OPERATIONS AND MAINTENANCE

The Board reviewed the information in the Board packet.

8. ITEMS FOR THE NEXT AGENDA

President Bollay cancelled standing board meeting of November 26th as it falls on the Thanksgiving Holiday. The next Board meeting is set for December 10th, 2020 where the existing Directors will open the meeting and confirm results of the recent election of three new Directors for the Governing Board of Montecito Sanitary District.

9. ADJOURNMENT

The Meeting adjourned at 2:55 p.m.

DocuSigned by:

Director Dorinne Lee Johnson

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Dorinne Lee Johnson, President

DocuSigned by:

Dana Newquist

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Dana Newquist, Secretary

Ellwood T. Barrett II, Vice President

DocuSigned by:

Don Eversoll

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Don Eversoll, Treasurer

DocuSigned by:

Director Gary Fuller

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Gary Fuller, Director