



Montecito Sanitary District

1042 Monte Cristo Lane
Santa Barbara, CA 93108

A Public Service Agency

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

AGENDA

For the Special Meeting of the Board on:

November 18, 2021

The special meeting of the Governing Board will begin at 2:00 p.m. on November 18, 2021.

Due to COVID-19 Pandemic, the meeting will be held via Zoom per the [Virtual Meeting Protocols](#).

The public may attend and comment by calling 1-669-900-6833 Meeting ID: **878 6731 0511**

Or by visiting: <https://us02web.zoom.us/j/87867310511>

1. CALL TO ORDER

President Dorinne Lee Johnson; statement regarding meeting decorum. While the MSD Board is in session, all Board members must preserve order, decency, and decorum at all times and be respectful while others are speaking.

A. ROLL CALL

2. PUBLIC COMMENT

Public comment is **limited to 3 minutes** and is at the discretion of the Board President. For further instructions, see please see [Instructions for Public Comment](#) on the District's website.

3. APPROVAL OF MINUTES

It is recommended that the Board consider approving the minutes from Board Meeting held on October 28, 2021.

4. APPROVAL OF PAYABLES

It is recommended that the Board consider approving a list of the District payables for checks dated October 23, 2021 through November 12, 2021.

5. PRESENTATION

A. HIGHWAY 101 WIDENING STATUS UPDATE

Hearing a status report from Fred Luna, Santa Barbara County Association of Governments and Kirsten Ayars, Ayars & Associates regarding the status of the Highway 101 widening project.

6. COMMITTEE REPORTS

It is recommended that the Board receive and file a report provided by the following committee(s):

- i) The Personnel Committee (Barrett and Fuller) related to their Meeting of November 4, 2021.
 - a. See item 6D for powerpoint presentation from General Manager as requested the Personnel Committee meeting.
- ii) The Administration & Operations Committee (Eversoll & Newquist) related to their meeting of November 11, 2021
- iii) Public Relations Committee (Newquist & Johnson) related to their meeting of November 15, 2021
- iv) Ad-Hoc Committee on Board Policies and Procedures (Newquist & Johnson) related to their Meeting of November 15, 2021.
- v) The Strategic Planning Committee (Johnson & Barrett) related to their meeting of November 16, 2021

7. OLD BUSINESS

A. RESL 2021-938 REMOTE MEETINGS CONTINUING ADOPTION

It is recommended that the Board consider:

- i) Adopting Resolution 2021-938 in accordance with California Assembly Bill 361 enabling the District to continue to hold remote public meetings.

B. ROOF REPLACEMENT

It is recommended that the Board consider:

- i) Awarding a contract to Derrick's Roofing Inc. for the replacement of the Operations and Board Room building roofs in the amount of \$64,679; and
- ii) Authorizing the General Manager to approve expenditures up to 10% change order allowance of \$6,468.

C. LILAC OAK GROVE SEWER MAIN EXTENSION PROJECT

It is recommended that the Board consider:

- i) Authorize the General Manager to execute a Task Order under the On-Call Services Contract (2020-008-OC) with Fillipin Engineering, in the amount of \$49,920 for part-time construction support and inspection services, and
- ii) Authorize the General Manager to approve expenditures of up to \$4,920 for extra services that may result from necessary changes in the scope of work.
- iii) Authorizing the General Manager to file a Notice of Exemption under the California Environmental Quality Act ("CEQA") for the project in accordance with applicable law.

D. ENGINEERING MANAGER POSITION RECRUITMENT

It is recommended that the Board consider:

- i) Receiving an update and presentation from General Manager Rahrer regarding filling the Engineering Manager vacancy.
- ii) Authorizing the General Manager to execute a contract with the Widroe Group, in the amount of \$27,500 to provide recruitment services to fill the Engineering Manager vacancy.
- iii) Taking such additional related action that may be desirable.

E. RIVEN ROCK LOW PRESSURE SEWER FORCE MAIN PROJECT

It is recommended that the Board consider:

- i) Accepting the Riven Rock Low Pressure Sewer Force Main Project as complete and approving the issuance of a Notice of Completion for a total project cost of \$378,166.23; and
- ii) Taking such additional, related action that may be desirable.

8. NEW BUSINESS

A. FORKLIFT PURCHASE

It is recommended that the Board consider:

- i) Authorizing the General Manager to issue a purchase order (PO) to Quinn Lift Inc in the amount of \$38,093 for the purchase of a Caterpillar GP25N5 forklift; and
- ii) Taking such additional, related action that may be desirable.

9. DISTRICT OPERATIONS AND MAINTENANCE

A. INFORMATION ITEMS

General Manager Brad Rahrer P.E., will provide informational, nonactionable updates regarding matters before the District.

B. AGREEMENTS TO BE SIGNED

None.

C. OPERATIONS AND MAINTENANCE REPORTS

For the period of October 18, 2021 through November 7, 2021.

10. ITEMS FOR THE NEXT AGENDA

The next regular Board meeting will be on December 9, 2021 at 2:00 pm; to discuss the following items (but not limited to):

- i) Report from the Ad-Hoc Committee for Policy and Procedures Committee (Newquist & Johnson).
- ii) A resolution to amend the District's Connection fees
- iii) Updated Purchasing Policy Resolution.

11. ADJOURNMENT