

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

**January 11, 2018**

**1. CALL TO ORDER**

The Governing Board of the Montecito Sanitary District convened and emergency meeting at 10:00 am on January 11, 2018 at 1042 Monte Cristo Lane, Santa Barbara, California.

**ATTENDANCE**

**Present:** Directors Jeff Kerns, Judith Ishkanian, Warner Owens, Bob Williams, and Tom Kern

**Absent:** None

**Also Present:** Diane M. Gabriel, MSD General Manager/District Engineer  
Toni M. McDonald, MSD District Administrator  
Carrie Poytress, MSD Engineering Manager

**A moment of silence was observed for those that have lost their homes and loved ones in the recent flooding.**

**2. PUBLIC FORUM**

None

**3. TOPIC FOR DISCUSSION**

A. Manager Gabriel reported the District's first responder to the emergency was Rico Larroude, arriving Tuesday morning. Collections crew Steve Morelos and Mitchell Green also arrived and began assessing and repairing damage to the District's lift stations. Treatment plant operators Marc Ciarlo and Marco Felix also were on hand to manage treatment operations. Ms. Gabriel noted that so far there have been no treatment issues due to the flooding. Ms. Gabriel further stated that there have been administrative issues with no internet access and limited phone capacity. Engineering Manager Poytress presented a map of the debris flow in the District.

Ms. Gabriel went on to state that the District had contacted National Plant, a recognized wastewater contractor that would be available to us once the District is able to assess damage to the District area and the state of District facilities. National Plant will dispatch as many sewer cleaning machines, crews and equipment as needed in order to expeditiously to clean, vacuum, CCTV, and repair the collection system as may be determined necessary.

Ms. Gabriel informed the Board of potential financial impacts from the emergency. District Administrator McDonald spoke about the District's Business Continuity Insurance through CSRMA.

- B. After a brief discussion regarding the impact on District facilities, On MOTION by Director Ishkanian and second by Director Owens, the Board approved unanimously to Declare a District Emergency.
- C. The Board and staff discussed the process of working with National Plant once access to collection system is made available, and other emergency work that will need to be done. On MOTION by Director Owens, and second by Director Ishkanian, the Board approved unanimously to authorize General Manager Gabriel to issue purchase orders specific to this emergency in excess of \$10,000, to be ratified by the Board at a following Board meeting.

Staff agreed to prepare a handout regarding the plan of action the District will take such that facilities will be fully functioning following this emergency.

**4. ADJOURNMENT**

There be no other business, on MOTION to adjourn by Director Kerns and second by Director Ishkanian, the MOTION passed unanimously without abstention and the meeting adjourned at 11:25 a.m.