

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

August 12, 2013

1. CALL TO ORDER

The Governing Board of the MONTECITO SANITARY DISTRICT met in regular session on the 12th day of August 2013 at 1042 Monte Cristo Lane, Montecito, California, at 1:15 p.m.

ATTENDANCE

Present: Directors Deirdre M. Cannata, Judith M. Ishkanian, Thomas Kern, and Warner B. Owens

Absent: Director Jeff Kerns

Also Present: Diane M. Gabriel, General Manager, and Toni M. McDonald, District Administrator

Also Present: Gene Sinsler, Director of Montecito Fire District

2. APPROVAL OF MINUTES OF THE LAST MEETING

The minutes from the prior Board meeting were included in the agenda packets for Board review. On MOTION by Director Owens and second by Director Kern, the minutes of July 8, 2013 were approved as corrected.

3. APPROVAL OF PAYROLL AND PAYABLES

On MOTION by Director Cannata, and second by Director Kern, the Board approved the PAYROLL AND ACCOUNTS PAYABLE EXPENSES for the District from July 9, 2013 through August 12, 2013 as follows:

Accounts Payable Expenses	\$221,968.56
Payroll and Related Expenses	252,071.51
Total Expenses	<u>\$ 474,040.07</u>

4. **PUBLIC COMMENT**

No member of the public was present to address the Board on non-agenda items. Gene Sinsler, resident and Director on the Montecito Fire District was in attendance and stated he was there just to observe the proceedings.

5. **OLD BUSINESS**

No old business.

6. **NEW BUSINESS (A – D)**

A. **PLANT MAINTENANCE TRUCK – PURCHASE ORDER AUTHORIZATION – VISTA FORD OF OXNARD**

The General Manager reported on the cost for a 2014 Ford F-450, regular cab, gasoline utility truck to replace the District's 1994 utility truck. Vista Ford of Oxnard honored the State of California bid price of \$31,650.18, which does not include the expense to construct and install the utility truck bed and crane. Staff will return to the Board when bids have been received for the construction and installation.

After discussion, on MOTION made by Director Kern and second by Director Owens to authorize the General Manager to issue a purchase order for the Plant Maintenance truck to Vista Ford of Oxnard in the amount of \$31,650.18, the MOTION passed unanimously.

ACTION: General Manager

B. **TREATMENT PLANT BELT PRESS CONVEYER SYSTEM MODIFICATIONS – PURCHASE ORDER AUTHORIZATION - MISCO**

The General Manager reported on the cost to refurbish and extend the existing biosolids conveyer system and cover (COP project # 14.) MISCO requested a change of its original quote to include sales tax on certain materials; the sales tax had not been included in the price stated in the meeting agenda. The amount of \$471,201.80 for the revised quote remains below the budgeted amount of \$500,000.

After discussion, on MOTION made by Director Cannata and second by Director Kern to authorize the General Manager to issue a purchase order for the Treatment Plant Belt Press Conveyer System modifications to MISCO in the amount of \$471,201.80, the MOTION passed unanimously.

ACTION: General Manager

C. INFORMATIONAL ITEMS

- Directors were notified of California Special Districts Association (CSDA) monthly chapter meeting on Monday, August 26th held at Glen Annie Golf Club. Directors Ishkanian, and Owens and General Manager Gabriel will attend.
- A copy of *Montecito Journal* Letter to the Editor from Edo McGowan was distributed to Directors. After discussion Board decided no response is necessary. Director Owens discussed considering an ad in the *Montecito Journal* informing constituents of the Sheriff Substation's drop-off for pharmaceuticals and other correct waste disposal procedures. Staff will research.

D. AGREEMENTS SIGNED

Residential Sewer Service Agreement for New Auxiliary Structures – 403 Woodley Road – Pool Cabana

7. OPERATIONS AND MAINTENANCE

Directors reviewed the Operations and Maintenance information included in the agenda packets.

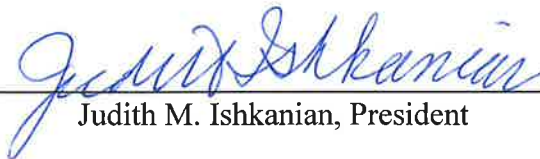
8. ITEMS FOR THE NEXT AGENDA

Directors Cannata, Owens, and Ishkanian will attend the CASA conference and will report at the next board meeting.

Director Ishkanian attended the Santa Barbara Chapter Sanitary District Association Board Meeting and will report at the next board meeting.

9. ADJOURNMENT

There being no other business, on MOTION to adjourn by Director Cannata and second by Director Kern the MOTION carried and the meeting adjourned at 2:00 p.m.



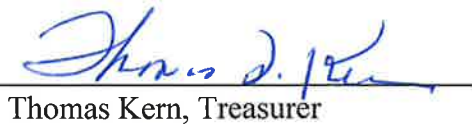
Judith M. Ishkanian, President

Absent

Jeff Kerns, Vice President



Deirdre M. Cannata, Secretary



Thomas Kern, Treasurer



Warner B. Owens, Director