

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

February 28, 2019

1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a regular meeting at 1:15 p.m. on February 28, 2019 at 1042 Monte Cristo Lane, Montecito, California.

ATTENDANCE

Present: Directors Tom Bollay, Woody Barrett, Jeff Kerns, Dana Newquist, and Thomas Kern

Absent: None

Also Present: Diane M. Gabriel, MSD General Manager/District Engineer
Toni M. McDonald, MSD District Administrator
Carrie Poytress, MSD Engineering Manager
Alex Alonzo, MSD Operations Manager
Rico Larroude, MSD Collections & Maintenance Supervisor
Daniel Jacquez, MSD Chief Plant Operator
Carole Rollins, MSD Laboratory & Pretreatment Manager
Janet McGinnis, MSD Legal Counsel
Alison Thompson, Heal the Ocean
Hillary Hauser, Heal the Ocean
Don Eversoll, Resident
Laura Camp, Montecito Water District

2. APPROVAL OF MINUTES OF THE LAST MEETING

The minutes of the February 14, 2019 meeting were included in the agenda packet. On MOTION by Director Newquist and second by Director Kerns, the Board approved unanimously the minutes of February 14, 2019.

3. APPROVAL OF PAYABLES

On MOTION by Director Newquist and second by Director Kerns, the Board approved unanimously these payroll and accounts payable expenses from February 15, 2019 through March 1, 2019:

Accounts Payable Expenses	\$ 61,349.18
Capital Improvement Projects	92,711.09
Payroll and Related Expenses	<u>88,440.77</u>
 Total Expenses	 \$ 242,501.40

4. **PUBLIC COMMENT**

Hillary Hauser addressed the Board.

5. **OLD BUSINESS**

A. **Montecito Water Reuse**

This item was moved to Agenda Item 6C.

6. **NEW BUSINESS**

A. **Annual Report to the Regional Water Quality Control Board**

The District's NPDES (National Pollution Discharge Elimination System) permit from the Regional Water Quality Control Board (RWQCB) requires an annual report containing specific data and test results. At the end of January 2019, the report was electronically filed with the RWQCB.

Operations Manager Alex Alonzo commended Operation staff for their accomplishments in 2018, remaining in full compliance with the District's NPDES permit in a challenging year and introduced Collections & Maintenance Supervisor Rico Larroude.

Mr. Larroude reported on the work completed by the Collections and Maintenance staff.

Chief Plant Operator Daniel Jacquez reported the results of the permit required testing included in the annual report. Laboratory & Pretreatment Manager Carole Rollins explained how and when those tests are completed.

ACTION: None

B. **Ocean Outfall – Annual Inspection Report**

Engineering Manager Poytress spoke about the annual Ocean Outfall inspection performed by underwater divers from Aquatic Bioassay on November 25, 2018. The District's NPDES permit requires an annual inspection of the outfall. She also showed a portion of the inspection dive video to the Board.

ACTION: None

C. **Administration & Operations (A&O) Committee Meeting – Report**

The A&O Committee reported on its meeting of February 20th and February 25th and distributed minutes from both meetings.

At its meeting on February 20th, the Committee discussed the following:

- Scheduled Joint Meeting with Montecito Water District Strategic Planning Committee on February 25th.
- Draft "Policies & Procedures Manual of the Board of Directors."
- Website security issues and updates.
- Accessory Dwelling Units (ADUs) requirements.

The Board discussed how to review the draft Policies and Procedures Manual and the Committee's recommendation to change the title of the A&O Committee to the Strategic Planning Committee.

Director Barrett stated his preference for a separate Strategic Planning Committee, referencing the Recycled Water Project. Director Barrett went on to state that MWD's proposed \$100,000 Hydrogeologic Investigation and Groundwater Augmentation Feasibility Analysis is his expertise, and that there is no one on either Board that can either read a map or do the geology but him. General Manager Gabriel noted that unless the Board should direct otherwise, the study of the Montecito groundwater basin is not relevant to the MSD mission for the collection, treatment and disposal of wastewater, but that Director Barrett may fully participate in the study as a Montecito resident.

The Directors agreed that each need to review the draft Board Manual and send suggested edits and revisions to District Administrator, and then consider adoption of the Manual, as it may be revised, at the March 14th Board meeting.

At its meeting on February 25th, the Committee met with the Strategic Planning Committee of the Montecito Water District and discussed the following:

- Progress Update on Recycled Water Feasibility Study and Implementation Plan
- Discussion on Roles and Responsibilities of Phase 1 Activities (studies).
- Memorandum of Understanding.
- Schedule for future Joint Committee meetings.

The Board also discussed the report on the Joint Meeting of the A&O Committee and the MWD Strategic Planning Committee, which was attended by A&O Committee members Directors Bollay and Kerns. Director Woody Barrett attended only as an observer. Directors Kerns and Bollay expressed their satisfaction with progress being made and continuing regular Joint meetings.

ACTION: Staff

D. Local Agency Formation Commission (LAFCO) Nominations

The Board considered making nominations to the two Special District seats on LAFCO, one of which is an alternate position. After discussion the Board decided no nominations would be made. All information regarding candidates for the LAFCO seats will be brought to the Board for consideration at a future meeting.

ACTION: Staff

E. Information Items

General Manager Gabriel and Director Jeff Kerns reported on their attendance at the local chapter of the California Special Districts Association (SBCCSDA) dinner meeting on February 25th, 2018. Santa Barbara County Treasurer Tax Collector Harry Hagen and Chief Investment Officer Jennifer Christensen were the speakers.

All District Directors receive invitations to attend the SBCCSDA dinner meetings. The District will reimburse Directors for their dinner if they so decide to attend.

F. Agreements Signed
None

7. ITEMS FOR FUTURE AGENDAS

The next regularly scheduled Board meeting will be March 14, 2019, and will include consideration to advertise for bids the proposed Essential Services Building, the draft Policies and Procedures Manual of the Board, and a discussion about the formation of a Strategic Planning Committee.

8. ADJOURNMENT

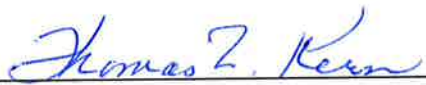
There being no other business, on MOTION to adjourn by Director Newquist and second by Director Kern, the MOTION passed unanimously without abstention and the meeting adjourned at 4:26 p.m.



Thomas Bollay, President



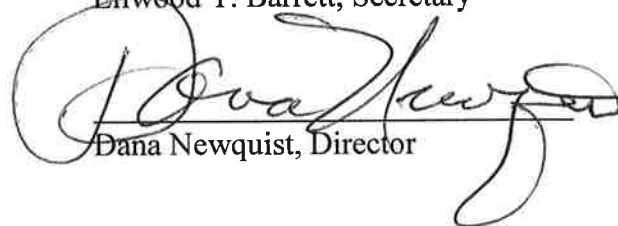
Jeffrey Kerns, Vice President



Thomas Kern, Treasurer



Ellwood T. Barrett, Secretary



Dana Newquist, Director