

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

May 12, 2014

1. CALL TO ORDER

The Governing Board of the MONTECITO SANITARY DISTRICT convened a regular meeting at 1:15 p.m. on May 12, 2014 at 1042 Monte Cristo Lane, Montecito, California.

ATTENDANCE

Present: Directors Thomas Kern, Jeff Kerns, Judith M. Ishkanian, and Warner B. Owens

Absent: Director Deirdre M. Cannata

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

2. APPROVAL OF MINUTES OF THE LAST MEETING

The minutes of April 14, 2014 were in the agenda packet.

On MOTION by Director Ishkanian and second by Director Owens the minutes were approved unanimously without abstention.

3. APPROVAL OF PAYROLL AND PAYABLES

On MOTION by Director Owens and second by Director Ishkanian, the Board approved unanimously without abstention the following PAYROLL AND ACCOUNTS PAYABLE EXPENSES from April 15, 2014 through May 12, 2014:

Accounts Payable Expenses	\$ 77,608.79
Payroll and Related Expenses	<u>144,135.99</u>
Total Expenses	\$ 221,744.78

4. PUBLIC COMMENT

No member of the public addressed the Board on non-agenda items.

5. OLD BUSINESS

None

6. NEW BUSINESS

A. ACCEPTANCE OF DEDICATION – DANIELSON ROAD SEWER MAIN EXTENSION

At its April 25, 2011 meeting the Board approved a Dedication Agreement with Mr. James Congdon, owner of 1385, 1387, 1393, and 1395 Danielson Road. General Manager Gabriel reported District staff has inspected the construction of approximately 135 feet of mainline sewer serving only these properties. District staff has also inspected the pipeline interior and determined it meets District requirements and is ready for acceptance.

On MOTION by Director Kerns and second by Director Owens, the Board approved unanimously without abstention to accept the Danielson Road Sewer Main Extension and directed staff to issue a Notice of Acceptance.

ACTION: Staff

B. REMOVAL OF NOTICE OF VIOLATION – 1745 AND 1755 FERNALD POINT LANE

In 1994 the Board issued a Notice of Violation (NOV) against 1745 and 1755 Fernald Point Lane for sharing one four inch private sewer lateral connection to the District's mainline sewer in Fernald Point. In March 2014 a permit for a new connection for 1755 was issued. General Manager Gabriel reported that District staff has confirmed each property now has its own sewer lateral connected to the sewer main and recommended that the NOV be removed. General Manager discussed the District's legal counsel drafting of the Removal of Notice of Violation, specifically limiting our knowledge to only the two separate connection points and making clear that the NOV removal does not identify the system as "functioning or adequate under District regulations and policy."

On MOTION by Director Owens and second by Director Ishkanian, the Board approved unanimously without abstention the filing of the proposed Removal of Notice of Violation with the County of Santa Barbara Recorder's Office.

ACTION: Staff

C. CSDA PROPOSED BYLAWS CHANGES

The Board discussed the proposed changes in the bylaws for California Special District Association (CSDA.) Most of the changes appear to be clean up language and to comply with new regulations.

On MOTION by Director Ishkanian and second by Director Owens, the Board agreed unanimously without abstention to adopt the proposed bylaws and directed staff to complete and return the ballot prior to the June 13th deadline.

ACTION: Staff

D. CASA PROPOSED BYLAWS CHANGES

Director Ishkanian reported on her findings on the changes in the CASA bylaws. She reported that the majority of the changes were due to the new regulations regarding 501(c)6 entities, that some concerned changes to electronic policies for e-mails and similar communications, and some concerned the volunteer (non-paid) directors of CASA.

Upon MOTION by Director Kerns and second by Director Owens, the Board agreed unanimously without abstention to adopt the proposed bylaws and directed staff to complete and return the ballot prior to the June 16th deadline.

ACTION: Staff

E. INFORMATION ITEMS

Director Ishkanian reported on her attendance of the SBCCSDA monthly meeting on April 28th, whose guest speaker was UCSB's Vice Chancellor for Facilities. She also reported there will be no May meeting and that the next meetings of the board and membership are in June.

Director Owens inquired about policy for directors' lodging for out of town meetings. District Administrator McDonald will research and return her findings to the Board.

F. AGREEMENTS TO BE SIGNED

None was signed.

7. OPERATIONS AND MAINTENANCE


The Board reviewed the information in the agenda packet.

8. **ITEMS FOR THE NEXT AGENDA**


- Personnel Committee will report on its meeting of May 9th.
- 1280 and 1284 East Valley Road share a private lateral and may require a Notice of Violation.

9. **ADJOURNMENT**

There being no other business, on MOTION to adjourn by Director Ishkanian and second by Director Owens, the MOTION passed unanimously without abstention and the meeting adjourned at 2:30 p.m.



Thomas N. Kern, President



Judith Ishkanian, Vice President



Warner B. Owens, Secretary



Jeff Kerns, Treasurer

Absent

Deirdre M. Cannata, Director