

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

**October 15, 2018**

**1. CALL TO ORDER**

The Governing Board of the Montecito Sanitary District convened a special meeting at 10:00 a.m. on October 15, 2018 at 1042 Monte Cristo Lane, Montecito, California.

**ATTENDANCE**

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

**Absent:** None

**Also Present:** Diane M. Gabriel, MSD General Manager/District Engineer  
Toni M. McDonald, MSD District Administrator  
Carrie Poytress, MSD Engineering Manager  
Ricardo Larroude, MSD Collections/Maintenance Supervisor  
Carole Rollins, MSD Laboratory/Pretreatment  
Ken Coates, Resident  
Woody Barrett, Resident  
Keith Berry, Resident  
Dana Newquist, Resident  
Bob Hazard, Resident

**2. APPROVAL OF MINUTES OF THE LAST MEETING**

The minutes of the September 17, 2018 meeting were included in the agenda packet.

On MOTION by Director Williams and second by Director Kern, the Board approved unanimously the minutes of September 17, 2018 as presented.

**3. APPROVAL OF PAYABLES**

On MOTION by Director Kern and second by Director Kerns, the Board approved unanimously these payroll and accounts payable expenses for September 17 to October 15, 2018:

Accounts Payable Expenses	\$ 109,847.73
Capital Improvement Project	42,669.89
Payroll and Related Expenses	<u>161,655.01</u>
Total Expenses	\$ 314,172.63

**4. PUBLIC COMMENT**

Mr. Woody Barrett addressed the Board with a question regarding the District's Sewer Lateral Rebate Program. Staff answered his question.

**5. OLD BUSINESS**

**A. Montecito Water Reuse**

Engineering Manager Poytress reported on the September 20<sup>th</sup> Montecito Water District Strategic Planning Committee meeting, also attended by Director Williams and Director Owens. The MWD consultant identified twenty-seven potential recycled water projects with estimated costs. A full findings report will be presented in the MWD Board's November 20<sup>th</sup> meeting. MSD staff will attend that meeting and any earlier Water District Strategic Planning Committee meeting.

ACTION: Staff

**6. NEW BUSINESS**

**A. Dissolved Air Flotation Thickener (DAFT) – Consideration of Award of Contract – World Water Works, Inc.**

General Manager Gabriel reported the District's Capital Improvement Budget includes \$800,000 for the purchase and installation of a DAFT for the wastewater treatment process. Bid documents for the manufacturing and delivery of a DAFT were advertised beginning August 26<sup>th</sup> and only one bid was received. The October 10<sup>th</sup> bid from World Water Works, Inc. in the amount of \$532,068 is a responsive and responsible bid.

After discussion, ON MOTION by Director Williams and second by Director Owens, the Board approved unanimously to award a contract for the purchase and installation of a DAFT to World Water Works, Inc. in the amount of \$532,068.

ACTION: Staff

**B. Annual Ocean Water and Effluent Sampling - Report**

Carole Rollins, Laboratory Manager, presented information about the District's NPDES permit's required annual ocean water and treated wastewater effluent sampling. This extensive sampling and testing were performed by an independent laboratory. Results again establish that the wastewater treatment process is remarkably effective, and that the water discharged to the ocean shows no signs of toxicity and is well within all permit requirements.

ACTION: None

**C. District Infrastructure Condition - Report**

Rico Larroude, Maintenance Supervisor, presented information about the condition of the four sewer lift stations and seventy-five miles of collection system pipeline. Since 2004, twenty-six miles of the District's seventy-five miles of pipe have been rehabilitated, giving the pipelines an additional eighty years of life. The condition of the remaining forty-nine miles of pipe is regularly assessed with CCTV and those pipes show no current need for repair or rehabilitation.

Engineering Manager Carrie Poytress presented information about the 2004 Master Plan, and the 2007 Mission Critical Projects, wherein the District completed thirty capital projects expending \$10,000,000, including a new maintenance building, testing laboratory, lift station pumps, sewer force main replacements, belt press refurbishment, and new CCTV van and sewer cleaning machine.

ACTION: None

**D. Sewer Main Extension Program - Report**

Engineering Manager Poytress presented information about the District's proactive and innovative approach to sewer main extension projects for properties within the District that are on County Environmental Health permitted septic systems. Since the District's inception, property owners have funded the construction of the public sanitary sewer system through bonds, assessment districts, or direct payment by a developer.

In 2003, the District pioneered a collaborative and neighborhood friendly sewer main extension program, which provides for new connections to the public sewer system with mains constructed through private property owner funding, when connecting owners want to or need to connect, and allowing other owners in that neighborhood, who may not need to or want to connect, to defer their proportionate share of pipeline construction costs. Since 2003 the District has added approximately 12,000 feet of sewer main serving 122 properties. The District is currently constructing a sewer main extension on Olive Road and working with owners in two other locations.

ACTION: None

**E. Public Information Committee Meeting – Report**

The Public Information Committee reported on its October 2<sup>nd</sup> and 11<sup>th</sup> meetings, which, due to public confusion, included discussions about correcting inaccurate information in local media about District operations and compliance with required standards and permits and the upcoming ribbon cutting ceremony at the Miramar Lift Station.

ACTION: None

**F. Information Items**

Director Ishkanian reported the next Santa Barbara Chapter meeting of CSDA was scheduled for October 22<sup>nd</sup> at the Santa Ynez Community Services District, and that there will be no chapter meeting in November.

**G. Agreements Signed**

- 759 Picacho Lane – Termination of Sewer Service Agreement for guesthouse
- 759 Picacho Lane – Sewer Service Agreement for new pool cabana
- 1205 Hill Road – Sewer Service Agreement for new detached gym
- 246 Miramar Avenue – License Agreement for encroachment in easement
- 800 Buena Vista Avenue – Sewer Service Agreement for new private pump station and force main building sewer
- 800 Buena Vista Avenue – Sewer Service Agreement for new Pavilion and Yoga/Weight Room

**7. ENGINEERING, OPERATIONS AND MAINTENANCE**


The Board reviewed the information in the agenda packet.


8. **ITEMS FOR NEXT AGENDA**

The next scheduled Board meeting is October 29, 2018. Prior to adjournment, Director Owens tendered his resignation from the Board, effective immediately.

9. **ADJOURNMENT**

There being no other business, on MOTION to adjourn by Director Kern and second by Director Williams, the MOTION passed unanimously without abstention and the meeting adjourned at 12:15 p.m.

  
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Judith Ishkanian, President

  
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Robert Williams Jr., Vice President

  
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Jeffrey Kerns, Secretary

  
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Thomas N. Kern, Treasurer