



Montecito Sanitary District

1042 Monte Cristo Lane
Santa Barbara, CA 93108

A Public Service Agency

Phone: (805) 969-4200
www.montsan.org

MINUTES

For the Regular Meeting of the Board on:

March 8, 2023

1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a regular meeting at 12:03 pm on Wednesday, March 8, 2023. The meeting was also broadcast using Zoom teleconferencing.

ATTENDANCE

Board Members Present:

Director Hogan, Director Johnson, Director Martin, and President Elwood Barrett

Board Members Absent:

Director Ohlmann

Also Present and Participating:

John Weigold, MSD General Manager

Stephen Williams, MSD Clerk of the Board & District Administrator

Aleks Giragosian, Colantuono, Highsmith & Whatley, PC

2. PUBLIC COMMENT

No members of the public addressed the Board.

3. CLOSED SESSION

A. PUBLIC COMMENT

No members of the public addressed the Board prior to going into Closed Session.

B. LABOR NEGOTIATIONS (GOVERNMENT CODE § 54957.6)

Name of District Negotiator to Attend Closed Session: John Weigold, General Manager

Name of Employee Organization: Service Employees International Union (SEIU) Local 620

4. REPORT FROM CLOSED SESSION

No reportable action.

5. **DISTRICT BUSINESS ITEMS**

A. PURCHASING POLICY PRESENTATION

The Board received a presentation from District Legal Counsel regarding the District's current Purchasing Policy, the governmental codes driving those thresholds, and the impacts of adopting the California Uniform Construction Cost Accounting Commission (UPCCAA). The Board discussed threshold levels they would be comfortable with if UPCCAA were to be adopted and directed staff to 1) move forward with the administrative requirements of getting UPCCAA adopted and 2) bring back recommendations to the Board based on their guidance as it relates to the various threshold levels for General Manager authority and informal and formal bidding requirements.

B. EASEMENTS (DISTRICT RIGHT-OF-WAYS)

The Board and Legal Counsel discussed options for District actions to address structures built on District Easements/Right-of-Ways.

ON MOTION by Director Martin, Seconded by Director Hogan, the Board voted to direct staff to draft an Ordinance on the District's Authority as it relates to obstruction of District Easement Access, to draft a communication letter that would be sent to violators, and to develop a list of violators.

AYES: Directors Hogan, Johnson, Martin, and Barrett
NAYS: None
ABSTAIN: None
ABSENT: Director Ohlmann

C. SALARY COMPARISON WITH OTHER DISTRICTS

The Board discussed methods in which to compare District salaries with other Districts and directed staff to perform a study comparing Montecito Sanitary District with Carpinteria Sanitary District, Summerland Sanitary District, Goleta Sanitary District, and Ventura County Sanitary.

D. DISTRICT RAISES

The Board discussed the way in which promotions, merit increases (step increases), and longevity pay work at the District. No actions were taken.

E. PURCHASING POLICY

The Board discussed threshold levels they would be comfortable with if UPCCAA were to be adopted and directed staff to 1) move forward with the administrative requirements of getting UPCCAA adopted and 2) bring back recommendations to the Board based on their guidance as it relates to the various threshold levels for General Manager authority and informal and formal bidding requirements.

F. HIGHWAY 101 WIDENING PROJECT – PROTECT IN PLACE LIABILITY LETTER

The Board received a presentation from staff regarding the status of the 101 Widening project and was informed of the need for the General Manager to sign a Liability Letter related to the Protect-In-Place work. Direction was given to have the General Manager sign the Liability Letter.

G. DISTRICT RESERVE POLICY

The Board received a presentation from District Administrator Stephen Williams on the various reserve types and amounts for consideration of adoption by the District. After discussion staff was directed to set the reserve level amounts at \$1,500,000 for the Operations and Maintenance Reserve Fund and \$500,000 for the Capital Reserve Fund. Staff will prepare the administrative documents needed to adopt the policy and any necessary funds transfers at a future Board Meeting.

NOTE: Director Hogan left at 5:09pm during the District Reserve Policy discussion.

6. CONSENT CALENDAR

ON MOTION by Director Johnson, Second by Director Martin, the Board voted to approve the Consent Calendar containing the following items:

- A. Payables from February 1, 2023 through February 28, 2023
- B. Meeting Minutes from General Board Meeting of February 8, 2023
- C. Consideration of Amendment to a professional services agreement with Raftelis for the MWD/MSD Consolidation Study.

AYES: Directors Johnson, Martin, and Barrett
NAYS: None
ABSTAIN: None
ABSENT: Directors Hogan, Ohlmann

7. COMMITTEE REPORTS

- Director Johnson gave a summary of the Joint Strategic Planning Meeting held on February 24, 2023.

8. GENERAL MANAGER'S REPORT

The Board received an informational, nonactionable update from General Manager John Weigold on relevant matters currently facing the District.

9. ITEMS FOR THE NEXT AGENDA

The next regular Board meeting will be held on February 8th, 2023. No additional topics were recommended for the following meeting, and may include the following topics:

- a. District Policy if a parcel needs to replace a lateral
- b. Director Compensation
- c. Recycled Water Machine
- d. Harassment Training

Board Meeting Minutes March 8, 2023

10. ADJOURNMENT

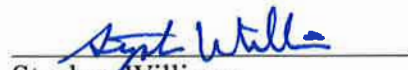
The meeting adjourned at 6:09 pm ON MOTION by Director Johnson, Seconded by Director Barrett.

These minutes were presented for approval at the General Board Meeting on April 12, 2023.



Ellwood Barrett, President

Minutes taken and prepared by:



Stephen Williams
District Administrator/Clerk of the Board