

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

**March 12, 2018**

**1. CALL TO ORDER**

The Governing Board of the Montecito Sanitary District convened a regular meeting at 1:15 p.m. on March 12, 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  
Alex Alonzo, MSD Operations Manager  
Carrie Poytress, MSD Engineering Manager  
Ricardo Larroude, MSD Collections & Maintenance Supervisor  
Daniel Jacquez, MSD Chief Plant Operator

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

The minutes of the February 26, 2018 meeting was included in the agenda packet. On MOTION by Director Kern and second by Director Williams, the Board approved unanimously the minutes of February 26, 2018.

**3. APPROVAL OF PAYABLES**

On MOTION by Director Owens and second by Director Kerns, the Board approved unanimously these payroll and accounts payable expenses for February 26 to March 12, 2018:

Accounts Payable Expenses	\$ 196,629.75
Capital Improvement Projects	893.25
Payroll and Related Expenses	<u>84,131.85</u>
Total Expenses	\$ 281,654.85

**4. PUBLIC COMMENT**

None

5. **OLD BUSINESS**

None

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. The report was electronically filed with the RWQCB the end of January.

Operations Manager Alonzo introduced Collections & Maintenance Supervisor Larroude and Chief Plant Operator Jacquez. Mr. Alonzo thanked the members of the Collections and Operations staff for their work well done in 2017.

Collections & Maintenance Supervisor Larroude reported on the work completed by the Collections and Maintenance staff, including cleaning seventy miles of sewer pipeline, inspecting over ten miles of pipeline using CCTV technology, and inspecting 1066 manholes. The District had no sewer service overflows (SSOs) in 2017 and twenty-four consecutive months with no SSOs. District crew worked with contractors to replace the District's aging Aeration Basin Swingfusers. Mr. Larroude reported also on Collection staff new hires and certifications.

Chief Operator Jacquez reported on data collected in 2017, all of which showed that the District's treatment process and treated effluent were well within required permit limits. Mr. Jacquez spoke also of Treatment staff new hires and certifications.

Engineering Manager Poytress spoke about the annual Ocean Outfall inspection performed by underwater divers on November 4, 2017. She showed a portion of the inspection dive video, which is required annually for the NPDES permit.

General Manager Gabriel praised staff for their excellent work and for having completed the annual report in a timely manner during the trying period of the recent disasters.

ACTION: None

B. **Lift Station No. 1 Force Main – Approval of Emergency Repair Purchase Order – Lash Construction**

General Manager Gabriel reported that a leak in the force main pipeline leaving Lift Station No. 1 (on Channel Drive by the Coral Casino) was discovered on Monday, February 26<sup>th</sup>, late in the day. District staff responded immediately and created a berm to contain and collect leaking wastewater. Lash Construction was called, responded quickly, identified the exact location of the leak, and made the necessary repair to the six inch ductile iron pipeline.

General Manager Gabriel issued an emergency time and materials purchase order to Lash Construction for the emergency work and Board ratification of that purchase order was requested, because it had exceeded the General Manager's spending authority.

On MOTION by Director Owens and second by Director Williams, the Board approved unanimously without abstention to approve the purchase order to Lash Construction for time and materials not to exceed \$30,000 for the emergency repair of the Lift Station No. 1 force main pipeline.

ACTION: Staff

**C. Information Items**

The next SBCCSDA meeting will be held March 26<sup>th</sup> in Buellton, and will include the LAFCO vote meeting at 5 p.m., followed by the SBCCSDA meeting at 6 p.m.

**D. Agreements Signed**


1440 Wyant Road – Termination of Agreement


**7. ITEMS FOR NEXT AGENDA**

The next regularly scheduled meeting is March 26, 2018.


**8. ADJOURNMENT**

There being no other business, on MOTION to adjourn by Director Kerns and second by Director Williams, the MOTION passed unanimously without abstention and the meeting adjourned at 2:20 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

  
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Warner Owens, Secretary Pro Tem

