

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

May 9, 2011

1. CALL TO ORDER

The Governing Board of the MONTECITO SANITARY DISTRICT met in regular session on the 9th day of May 2011 at 1042 Monte Cristo Lane, Montecito, California, at 1:15 p.m.

ATTENDANCE

Present: Directors Charles C. Arnold, Deirdre M. Cannata, Judith M. Ishkanian, Jeff Kerns

Absent: Director Edward P. McAniff

Also Present: Mark Manion, Legal Counsel, Diane Gabriel, General Manager; Debbie Hughey, Office Manager

2. APPROVAL OF MINUTES OF THE LAST MEETING

The minutes from the prior Board meeting were included in the agenda packets for Board review. Upon MOTION by Director Cannata, and seconded by Director Arnold, the minutes of April 25, 2011 were approved as submitted.

3. APPROVAL OF PAYROLL AND PAYABLES

Upon MOTION by Director Arnold, and seconded by Director Ishkanian, the Board approved the PAYROLL AND ACCOUNTS PAYABLE EXPENSES for the District through May 9, 2011 as follows:

Accounts Payable (5/4/11)	\$243.25
Accounts Payable (5/9/11)	\$45,102.92
Payroll (5/5/11)	\$33,350.22
Payroll Related (5/5/11)	\$9,732.46

TOTAL

\$88,428.85

4. **PUBLIC COMMENT**

No public comment.

5. **OLD BUSINESS**

A. **PROPOSED RIVEN ROCK SEWER MAIN EXTENSION PROJECT**

At their meeting on September 13, 2010 the Board reviewed a letter from an attorney representing the owner of 830 Riven Rock Road. The letter requested that the District assume responsibility for determining the neighborhood's interest in a sewer main extension project and potential construction. In order to tell the neighborhood properties the true cost of the sewer main extension, it was recommended by the General Manager that the District publicly bid the project. At the time it was thought that the plans prepared by the owner's engineer would be usable for the public bidding process and that only construction specifications would have to be prepared. However, once the owner prepared plans were provided and reviewed by the District, it was clear that additional survey work and engineering would be necessary.

The General Manager asked Michael Viettone Civil Engineering to prepare a proposal for the necessary surveying, engineering and permitting for the design of approximately 1500 feet of 8" sewer main extension. Preliminary review indicates that the extension could potentially serve twelve properties. However, some properties would need an onsite pump station.

The proposal from Michael Viettone is for a time and materials not to exceed amount of \$35,000. There is \$350,000 in the District's COP funding for Sewer Main Extension Projects. Mr. Viettone has successfully completed other sewer main extension design projects for the District.

After some discussion a MOTION was made by Director Arnold, and seconded by Director Cannata, that an agreement be executed with Michael Viettone Civil Engineer for design services not to exceed \$35,000. The MOTION passed unanimously.

ACTION: Manager Gabriel

6. **NEW BUSINESS**

A. **CLOSED SESSION**

The Board met in closed session with the District's legal counsel to discuss Public Employee Discipline/Dismissal Release (Government Code Section 54957) beginning at 1:20.

Upon returning to open session at 1:44, Mr. Mark Manion, District Legal Counsel, stated that no reportable action was taken on the part of the Board during the closed session.

B. EFFLUENT VIOLATION – APRIL 24, 2011

On Sunday April 24, 2011 the treatment plant had a loss of disinfection event. The facility was unable to adequately disinfect the effluent. In accordance with the District's NPDES permit, this event triggered a seven day sampling program that required daily samples from three surf locations (1,000 feet up and downstream) and two outfall locations. The plant effluent was sampled and tested as well. The sampling program began on April 26th and was completed on May 2nd.

The final results of all the tests were received on or before May 6th. All test results were within the permitted limits.

C. TESTING LABORATORY BUILDING – CONSTRUCTION STATUS REPORT

The General Manager briefed the Board on the status of the construction of the new Lab Building. It is anticipated that construction will be complete by the end of July 2011. Once construction is complete and move-in occurs, the lab will be certified by a qualified ELAP inspection team. It is not yet known when the certification process will be completed.

D. INFORMATIONAL ITEMS

No informational items

E. AGREEMENT(S) TO BE SIGNED

No agreements to be signed

7. OPERATIONS AND MAINTENANCE

The Board reviewed the Operations and Maintenance information included in their agenda packets.

8. ITEMS FOR FUTURE AGENDAS

None

9. **ADJOURNMENT**

There being no further business to come before the Board, it was MOVED by Director Cannata, and seconded by Director Arnold, that the meeting be adjourned. The MOTION carried, and the meeting adjourned at 2:08 pm.



Jeff Kerns, President



Judith M. Ishkanian, Vice-President

A B S E N T

Edward P. McAniff, Secretary



Charles C. Arnold, Treasurer



Deirdre M. Cannata, Director