

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

**April 25, 2011**

**1. CALL TO ORDER**

The Governing Board of the MONTECITO SANITARY DISTRICT met in regular session on the 25<sup>th</sup> day of April 2011 at 1042 Monte Cristo Lane, Montecito, California, at 1:15 p.m.

**ATTENDANCE**

**Present:** Directors Charles C. Arnold, Deirdre M. Cannata, Jeff Kerns; Edward P. McAniff

**Absent:** Director Judith M. Ishkanian

**Also Present:** 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 Arnold, and seconded by Director McAniff, the minutes of April 11, 2011 were approved as submitted.

**3. APPROVAL OF PAYROLL AND PAYABLES**

Upon MOTION by Director McAniff, and seconded by Director Cannata, the Board approved the PAYROLL AND ACCOUNTS PAYABLE EXPENSES for the District through April 25, 2011 as follows:

Accounts Payable (4/20/11)	\$189.00	
Accounts Payable (4/25/11)	\$13,281.76	
Payroll (4/21/11)	\$33,066.78	
Payroll Related (4/21/11)	\$28,606.45	
<b>TOTAL</b>		<b><u>\$75,143.99</u></b>

4. **PUBLIC COMMENT**

No public comment.

5. **OLD BUSINESS**

A. **MONTECITO JOURNAL ARTICLE**

The Board reviewed an editorial by Jim Buckley, printed in the April 14<sup>th</sup> issue of the Montecito Journal. This editorial was in response to a letter from Edo McGowan from the April 7<sup>th</sup> issue of “Letters to the Editor”. Manager Gabriel informed the Board that Mr. McGowan had called her directly regarding the study he proposed in his letter to the editor. Manager Gabriel informed Mr. McGowan that the District’s NPDES permit is up for renewal before January 1, 2012. He can make public comment to the Regional Water Quality Control Board.

Manager Gabriel handed out some information about an organization called Water Environment Research Foundation (WERF). WERF focuses on research related to wastewater operations and the impact that discharges have on environments.

After some discussion about ways to keep abreast of studies related to coastal issues and sanitary districts, a MOTION was made by Director Cannata, and seconded by Director McAniff, that Manager Gabriel be directed to subscribe to WERF (Water Environment Research Foundation) at a cost of \$630 for the current calendar year. The MOTION passed unanimously.

ACTION: Manager Gabriel

6. **NEW BUSINESS**

A. **DANIELSON ROAD SEWER MAIN EXTENSION – DEDICATION AGREEMENT WITH MR. JAMES CONGDON**

The General Manager reported to the Board that agents for Mr. James Congdon, owner of 1385, 1387, 1393 and 1395 Danielson Road (on the east side of Danielson near South Jameson Lane) approached the District about connecting a four lot subdivision to the District’s sewer system. The closest sewer to the property is located in Danielson Road. It would be necessary to construct an 8” sewer main extension down the private drive to serve the four new lots. Mr. Congdon has executed the “Dedication Agreement for Sewer Facilities for the Danielson Road Sewer Main Extension” which calls for him to design the sewer main extension in accordance with District standards, obtain all permits, grant all necessary easements, construct the sewer, and dedicate the sewer to the District. Additionally, the agreement requires that Mr. Congdon

post a bond with the District in the full amount of the construction cost. The proposed mainline extension will serve only the four new lots off of Danielson.

The Board was shown and reviewed a copy of the plan for the sewer main which will be from Danielson Road down a private drive approximately 135 feet to the east. The owner has paid all costs for the plans and will finance all construction related to the sewer main extension. Mr. Congdon has also completed a letter of credit for the full amount of construction and made a deposit to cover the cost of District inspection of the project.

After discussion, a MOTION was made by Director Cannata, and seconded by Director McAniff, that the Board approve the execution of the “Dedication Agreement for Sewer Facilities for the Danielson Road Sewer Main Extension”. The MOTION passed unanimously.

**B. INFORMATIONAL ITEMS**

1. California Special Districts Association (CSDA) publication dated March-April 2011.
2. Special District and Local Government Institute Seminars June 9-10, 2011 held at the Omni San Diego Hotel. No Board members plan on attending.

**C. 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**

Report on possible effluent violation which took place on April 24, 2011.

9. **ADJOURNMENT**

There being no further business to come before the Board, it was MOVED by Director Arnold, and seconded by Director McAniff, that the meeting be adjourned. The MOTION carried, and the meeting adjourned at 2:05 pm.



Jeff Kerns, President

**A B S E N T**


Judith M. Ishkanian, Vice-President



Edward P. McAniff, Secretary



Charles C. Arnold, Treasurer



Deirdre M. Cannata, Director