

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

September 17, 2018

1. CALL TO ORDER

The Governing Board of the Montecito Sanitary District convened a special meeting at 1:15 p.m. on September 17, 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
Ken Coates, Resident
Woody Barrett, Resident
Donna Senaur, Resident
Nick Turner, MWD General Manager
Laura Camp, MWD Public Information Coordinator

2. APPROVAL OF MINUTES OF THE LAST MEETING

The minutes of the August 27, 2018 meeting were included in the agenda packet.

On MOTION by Director Williams and second by Director Owens, the Board approved unanimously the minutes of August 27, 2018 as presented.

3. APPROVAL OF PAYABLES

The original payables list included check number 23633, dated 8/31/18, for \$1,338.71, which had been voided after review identified error in its amount; it had been replaced with check 23651, dated 9/7/18, for \$970.20. This correction to the payables list was noted.

On MOTION by Director Williams and second by Director Owens, the Board approved unanimously these payroll and accounts payable expenses for August 27 to September 17, 2018:

Accounts Payable Expenses	\$ 93,621.59
Capital Improvement Project	27,005.07
Payroll and Related Expenses	<u>176,354.46</u>
Total Expenses	\$ 296,981.12

4. PUBLIC COMMENT

None

5. OLD BUSINESS

A. Montecito Water Reuse

Engineering Manager Poytress reviewed the definitions of primary, secondary, and tertiary treatment of wastewater, and the different levels of recycled water. Staff clarified that the District fully (not partially) treats all wastewater to secondary standards before it is discharged (not dumped) into the ocean.

Ms. Poytress and staff members Larroude, Jacquez, and Ciarlo will visit the Pismo Beach wastewater treatment facility and its reverse osmosis pilot project.

General Manager Gabriel reported on the wastewater facility in Carmel that serves the seven golf courses in the area with a privately funded recycled treatment facility. Ms. Gabriel noted that with 2019 state grants available for recycling, it may be a viable option to provide recycled water to Montecito. The Board directed staff to schedule an Administration & Operations Committee meeting to discuss further.

ACTION: Staff

6. NEW BUSINESS

A. MWD Strategic Planning Committee Meeting

General Manager Gabriel reported there will be a MWD Strategic Planning Committee meeting on September 20th at 1 p.m. in the MWD Board room, and she recommended that one or both members of the A&O Committee attend this meeting with Engineering Manager, because Ms. Gabriel will be out of town and unable to attend. Director Owens and Director Williams, the A&O Committee, agreed to attend.

ACTION: Staff

B. Public Information Committee Meeting - Report

Director Williams reported on the Public Information Committee meeting of September 14th, and minutes were distributed.

The Committee discussed the following:

- Local media presence
- Montecito Association Forum on Governance
- Montecito Lift Station Ribbon Cutting Ceremony
- Montecito Beautification Day

ACTION: None

C. Essential Services Building Site Excavation and Rough Grading – Authorization to Advertise for Bids

At its June 12, 2017 meeting, the Board authorized a professional services contract with Cearnal Collective Architects for the final design of an Essential Services Building on the westerly side

of the MSD site as identified in the 2004 MSD Site Master Plan. Due to the nature of the existing soils in the area and issues encountered during the construction of the maintenance building, it has been determined to be in the District's best interest to complete the over excavation and re-compaction of the soil before building construction. A plan for the necessary soils work and grading has been prepared by Stantec, the civil engineer sub-consultant, which estimate this work to be \$180,000.

After discussion, on MOTION by Director Williams and second by Director Kerns, the Board approved unanimously to direct staff to advertise the site excavation and rough grading portion of the project for bids and return for authorization to award a contract.

ACTION: Staff

D. Finance Report

District Administrator McDonald reported of the four projects submitted to FEMA, the Emergency Protective Measures project has been reimbursed by FEMA and CalOES, the Debris Removal project has been obligated by FEMA and CalOES, and the last two, Utilities and Direct Administrative Costs, are still being reviewed. She also reported the field work for the annual FY2017-18 audit has begun and will continue for a few weeks.

ACTION: None

E. Information Items

Director Ishkanian reported on the changed location of SBCCSDA's September 17th meeting at the Santa Maria Public Airport, on LAFCO, and the First Responder Postal Stamp that was unveiled at a ceremony at the Montecito Fire District.

F. Agreements Signed

None

7. ENGINEERING, OPERATIONS AND MAINTENANCE

The Board reviewed the information in the agenda packet.

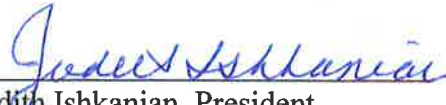
8. ITEMS FOR NEXT AGENDA

The next scheduled Board meeting of September 24th and October 8th, 2018 will be cancelled with a special meeting to be held October 22, 2018.


9. 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 3:46 p.m.

Montecito Sanitary District
MINUTES – September 17, 2018



Judith Ishkanian, President



Robert Williams Jr., Vice President



Jeffrey Kerns, Secretary



Thomas N. Kern, Treasurer



Warner Owens, Secretary Pro Tem