

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

March 12, 2020

1. CALL TO ORDER/ROLL CALL

The Governing Board of the Montecito Sanitary District convened a special meeting at 1:15 p.m. on March 12, 2020 at 1042 Monte Cristo Lane, Montecito, California.

ATTENDANCE

Present: Directors Tom Bollay, Thomas Kern, Jeff Kerns, Dana Newquist, and Woody Barrett

Absent: None

Also Present: Diane M. Gabriel, MSD General Manager/District Engineer
Toni M. McDonald, MSD District Administrator
Craig Meyer, LAFCO Special District member
Ken Coates, MWD Board Member/Resident/Water Security Team Member

At this point in the meeting President Bollay suggested the agenda be shortened to include only priority agenda items 2, 3, 4, 5, 6G, 6H, 6I, 7, 8, and 9. On MOTION by Director T. Kern and second by Director Newquist, the Board approved unanimously without abstention to shorten the agenda as proposed and direct staff to move non-critical agenda items to a future Board meeting as appropriate.

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

Craig Geyer of Local Agency Formation Commission (LAFCO) addressed the Board.

4. APPROVAL OF MINUTES

The minutes of the January 30, 2020 meeting were included in the agenda packet. On MOTION by Director J. Kerns and second by Director Newquist, the Board approved unanimously without abstention the minutes of January 30, 2020.

5. APPROVAL OF PAYABLES

On MOTION by Director T. Kern and second by Director J. Kerns, the Board approved unanimously without abstention these payroll and accounts payable expenses from January 30, 2020 through March 12, 2020:

Montecito Sanitary District
MINUTES – March12, 2020

| | |
|------------------------------|-------------------|
| Accounts Payable Expenses | \$ 145,595.79 |
| Capital Improvement Projects | 26,419.33 |
| Recycled Water | 45,793.32 |
| Payroll and Related Expenses | <u>285,696.19</u> |
| Total Expenses | \$ 503,504.63 |

6. NEW BUSINESS

G. Pandemic Response Planning

General Manager Gabriel presented the MSD Pandemic Preparedness and Administrative Emergency Declaration for Board review. These documents outline the potential stages of impact of the Coronavirus on the community and the District's response for each stage. On MOTION by Director Bollay and Director J. Kerns, the Board approved the MSD Pandemic Preparedness and Administrative Emergency Declaration with the following roll call vote:

AYES: Directors Kern, Newquist, Bollay, Kerns, Barrett
 NAYS: None
 ABSENT: None
 ABSTAIN: None

H. Information Items

Directors J. Kerns and Barrett reported on the ad-hoc committee meeting regarding teleconferencing for Board members. The Directors stated they would write up their findings and send to District staff in order to be reviewed by Legal Counsel before presenting it to the Board at a future meeting.

I. Agreements Signed

- 1651 Fernald Point Lane – Agreement for private pumping station
- 616 Juan Crespi Lane – Agreement for existing auxiliary structure (Cabana)
- 163 Santo Tomas Lane – Termination Agreement for existing auxiliary structure (Hobby room)

7. OPERATIONS AND MAINTENANCE

The Board reviewed the information in the Board packet.

8. ITEMS FOR FUTURE AGENDAS

- Staff will re-agendize items not covered at this meeting as appropriate.

Montecito Sanitary District
MINUTES – March 12, 2020

9. ADJOURNMENT

There being no other business, on MOTION to adjourn by Director Newquist and second by Director J. Kerns, the MOTION to adjourn passed unanimously without abstention and the meeting adjourned at 2:00 p.m.

DocuSigned by:
Tom Bollay
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Thomas Bollay, President

DocuSigned by:
Jeff Kerns
CE040E224F21420...
Jeffrey Kerns, Vice President

DocuSigned by:
Ellwood T. Barrett II
8F90C29F773842A...
Ellwood T. Barrett, Secretary

DocuSigned by:
Thomas Kern
39220DD4E5B94E6...
Thomas Kern, Treasurer

DocuSigned by:
Dana Newquist
C5DC37ABD26147E...
Dana NEWquist, Director