

**SANTA YNEZ COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS**

REGULAR MEETING MINUTES

August 15, 2018

5:30 P.M.

1070 Faraday, Santa Ynez, CA

BOARD MEMBER MEMBERS PRESENT: David Higgins, David Seymour, Carl Maler, Frank Mueller

OTHERS PRESENT: Jeff Hodge-General Manager, Wendy Berry-Secretary/Treasurer, Rick Battles-Legal Counsel

1. **CALL TO ORDER:** Director Higgins called the meeting to order at 5:30 p.m.
2. **ROLL CALL:** Higgins, Maler, Mueller, Seymour Absent: Jones
3. **PLEDGE OF ALLEGIANCE:**
4. **DIRECTOR COMMENTS:** Director Seymour was elected as the alternate commissioner of Santa Barbara LAFCO.
5. **PUBLIC COMMENTS:** None
6. **CONSENT AGENDA: (ACTION-VOTE)**

The following items are considered routine and non-controversial and may be approved by one motion if no member of the Board asks to have an item removed. If discussion is desired, the item may be removed from the Consent Agenda by any Board member and will be considered separately. Questions or clarifications may be made by the Board members without removal from the Consent Agenda. All individual items on the Consent Agenda are approved by a single vote that approves the entire Consent Agenda, unless an item is pulled for separate consideration. Members of the public may comment on the Consent Agenda items.

- A. Approval of Minutes of the Regular Meeting of June 20, 2018.
- B. Approval of Special Meeting Minutes of June 20, 2018.
- C. Approval of Finance Committee Minutes of June 15, 2018.
- D. Approval of Disbursements from June 16, 2018 through August 10, 2018.

Director Seymour motioned to approve the consent agenda as presented above, Director Mueller seconded, and the motion passed by a roll call vote: ayes; Higgins, Maler, Mueller, Seymour Absent: Jones

7. **ACTION ITEMS: (ACTION-ROLL CALL VOTE)**
 - A. Approval of Resolution 18-07, Review Conflict of Interest Code and direct Secretary to submit the form to the County of Santa Barbara.

Director Higgins motioned to approve the Conflict of Interest Code and direct staff to file the 2018 Local Agency Biennial Notice with no amendment to the Santa Barbara County Clerk and to eliminate approval by resolution 18-07, Director Mueller seconded, and the motion passed by a roll call vote: ayes; Higgins, Maler, Mueller, Seymour Absent; Jones

- B. Approval of Resolution No. 18-08 adopting findings and ratifying and confirming approval of agreement with Teamsters Local 986 for Operators Unit.

Resolution 18-08 is changed to 18-07. Director Seymour motioned approve Resolution 18-07 adopting findings and ratifying and confirming approval of agreement with Teamsters Local 986 for Operators Unit, Director Higgins seconded and the motion passed by a roll call vote: ayes; Higgins, Maler, Mueller, Seymour Absent: Jones

- C. Approval of Resolution No. 18-09 adopting findings and ratifying and confirming approval of agreement with Teamsters Local 986 Administration Unit.

Resolution 18-09 is changed to 18-08. Director Higgins motioned to approve Resolution 18-08 adopting findings and ratifying and confirming approval of agreement with Teamsters Local 986 Administration Unit, Director Mueller seconded and the motion passed by a roll call vote: ayes; Higgins, Maler, Mueller, Seymour Absent; Jones

- D. Discussion and possible action regarding Board member use of electronic devices at meetings. **Board consensus to direct staff and legal counsel to draft sample policies and bring back the sample policies with highlights of policy as bullet points for discussion.**

- E. Discussion and possible action regarding recording and broadcasting of Board Meetings. **Board consensus to draft a policy that constitutes a persistent disruption and distraction with use of electronic devices.**

- F. Discussion regarding smoke testing. **Make changes to procedures to add smoke testing information to the website, hang door hangers two weeks prior to smoke testing and 2-3 days before smoke testing.**

8. INFORMATIONAL ITEMS:

- A. Treasurer Report – Submittal and review quarterly cash position pursuant to Government Code §61053 for quarter ending 06-30-18. **Staff reviewed the Treasurer’s report with LAIF interest rate at 1.43% and Five Star Bank at 1.755% with a total of \$3,323,287.23 in all the accounts.**

9. REPORTS:

- A. **Manager's Report – July flows, membranes were replaced at the Chumash WWTP, four new tires were installed on the jetter trailer, staff is cleaning the lines and staff met with Sanja Cota motel about connecting to sewer.**
 - B. **Legal Counsel's Report – There was a recent case on Public Records Act to where a lawsuit was filed to prevent a City from releasing records and the City was not responsible for the legal fees because it wasn't a public records request.**
 - C. **Secretary/Treasurer's Report – Auditors will be here on September 27-28 for the final audit and there are 4 candidates running for the Board.**
 - D. **Committee Reports – The Joint WW Committee met in Solvang and the meeting went well with discussion of Solvang's WWTP upgrade with the District recommending the membrane option instead of clarifiers because of lower maintenance costs.**
10. Tentative agenda items: Sewer Code, Mainline Sewer Extension Agreement, Design Specifications, revise water softener ordinance
11. **ADJOURNMENT: The meeting was adjourned at 6:46 p.m.**

APPROVED:

David Higgins, President of the Board

Wendy Berry, Secretary of the Board