



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

Minutes from December 21, 2022

NOTE: This meeting was held in person, and a zoom link was provided on the Agenda

1. CALL TO ORDER-5:30 PM OPEN SESSION

President Jones called the meeting to order at 5:34 PM

2. ROLL CALL:

General Manager called the roll. Directors present: Beard, Redfern, Jones, and Van Pelt, Director Padelford via Zoom. Staff Present: Loch Dreizler, General Manager

3. DIRECTORS COMMENTS:

A brief discussion regarding a site tour by the district supervisor, supervisorial staff, and county staff regarding county streets, sidewalks, trash cans, and the Santa Ynez park

4. PUBLIC COMMENT: None

5. REPORTS:

A. General Manager:

- Staff is in the process of hiring administration and operations/maintenance
- Discussed the audit requirements and solicited additional consulting assistance for the audit and other accounting procedures from Eide Baily.

B. Legal Counsel: General Manager mentioned that legal counsel helped with Board Action Items.

C. Secretary/Treasurer:

- See minutes from Action Items A

D. Committees:

- Director Redfern and Beard from the Wastewater Committee met with the property owner on Calle Pico to discuss the process for a mainline extension. Also present at the meeting were General Manager, the District Engineer, the Legal Counsel, and the Operations Supervisor.

6. CONSENT ITEMS:

- A.** Approval of Regular Meeting Minutes of October 19, 2022
- B.** Approval of Special Meeting Minutes of October 26, 2022
- C.** Approval of Regular Meeting Minutes of November 16, 2022
- D.** Approval of Disbursements September 10 through December 6, 2022

1. Director Beard motioned to approve the Consent Items, and Director Van Pelt seconded, and the motion passed unanimously by a roll call vote: AYES: Beard, Jones, Redfern, Padelford, Van Pelt.

7. ACTION ITEMS:

- A. Appoint General Manager as District Treasurer and Secretary
 - 1. A general discussion regarding the duties of the District Treasurer and Secretary and the benefits of appointing the general manager in the interim until an administrative assistant is hired.
 - 2. Director Van Pelt motioned to Appoint General Manager as District Treasurer and Secretary until a permanent Administrative Assistant is hired, and Director Padelford seconded. The motion passed unanimously by a roll call vote: AYES: Beard, Jones, Redfern, Padelford, Van Pelt
- B. Oath of Office - Directors Beard and Padelford
 - 1. Director Beard read the oath of office and signed the certificate. Director Padelford will take the oath of office from the Board Secretary at the District Office. Signed certifications will be mailed to the Santa Barbara County Elections Office. Procedural only, and no motion was necessary.
- C. Officer Elections and Committee Assignments for 2023
 - 1. Director Redfern motioned to appoint Director Jones as Vice President, and Director Padelford seconded. The motion passed unanimously by a roll call vote: AYES: Beard, Jones, Redfern, Padelford, Van Pelt
 - 2. Director Jones motioned to appoint Director Redfern as President, and Director Padelford seconded. The motion passed unanimously by a roll call vote: AYES: Beard, Jones, Redfern, Padelford, Van Pelt
- D. Adoption of Resolution No. 22-27 – Remote Teleconference
 - 1. Director Van Pelt motioned the adoption of Resolution 22-27 Authorizing Continuation of Remote Teleconference Meetings, and Director Redfern seconded. The motion passed unanimously by a roll call vote: AYES: Beard, Jones, Redfern, Padelford, Van Pelt
- E. Open Meetings, Local Agencies, Teleconferences AB 2449 & 2647
 - 1. General Board discussion about new teleconference options using AB 2449. General Manager will summarize AB 2449 for future Director reference. There was also a Board discussion for AB 2647; an example was given to illustrate the requirement for public notice. This Board Item was information only for receiving and reviewing; no motion was necessary.
- F. Horizon Drive Sewer Easement Subsidence
 - 1. This is a continuation of the previous Board discussions. Earth Systems compaction results were compared to previous compaction results from GeoSolutions. These discussions and compaction results will assist in improving the District's existing *Construction Standard for Public Sewage System Improvements*.
 - 2. This Board Item was information and discussion only; receiving and reviewing the documents attached to the memorandum, no motion was necessary.

G. General Manager 6-Month Performance Review

1. General Manager outlined the procedures for a 6-month performance review. The Board recommended that the personnel committee meeting before the next Board Meeting. The next regular board meeting to include a closed session for the 6-month review, and any subsequent actionable items will be presented out of the closed session.
 2. This Board Item was information and discussion only; no motion was necessary.
8. **INFORMATIONAL ITEMS:** General Manager presented the State of California’s new Bereavement Leave Requirement and briefly discussed that he will work with legal counsel to ensure consistency with the bargaining unit.
9. **ADJOURNMENT:** Director Padelford motioned to adjourn the meeting at 7:49 PM, and Director Beard seconded. The motion passed unanimously by a roll call vote: AYES: Beard, Jones, Redfern, Padelford, Van Pelt

APPROVED:

Karen Jones, President, Board of Directors

ATTEST:

Loch Dreizler, General Manager

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