

SANTA YNEZ COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS

REGULAR MEETING MINUTES

February 19, 2020

5:30 P.M.

1070 Faraday, Santa Ynez, CA

BOARD MEMBER MEMBERS PRESENT: David Beard, Karen Jones, Bob D'Ambra, Frank Mueller, Frank Redfern

OTHERS PRESENT: Wendy Berry-Secretary/Treasurer, Rick Battles-Legal Counsel

1. **CALL TO ORDER:** Director Jones called the meeting to order at 5:30 p.m.
2. **ROLL CALL:** Beard, Jones, D'Ambra, Mueller, Redfern
3. **PLEDGE OF ALLEGIANCE:**
4. **DIRECTOR COMMENTS:** None
5. **PUBLIC COMMENTS:** None
6. **CONSENT AGENDA: (ACTION-VOTE)**
 - A. Approval of minutes of the Regular Meeting of January 15, 2020.
 - B. Approval of minutes of the Special Meeting of February 3, 2020.
 - C. SYCSD Treasurer's Dashboard January Report
 1. Approval of Disbursements from January 11, 2020 through February 14, 2020.
 2. Profit & Loss Budget Performance

Director Beard motioned to approve consent agenda as presented, Director Mueller seconded and the motion passed by a roll call vote: ayes; Redfern, Beard, Jones, Mueller, Redfern

7. **ACTION ITEMS: (ACTION-ROLL CALL VOTE)**

The Board may discuss and take action on the following items:

- A. Approval of Interim General Manager's contract. **Director D'Ambra motioned to approve the General Manager's contract contingent on the passing of the background check, reference check and drug test, Director Beard seconded and the motion passed by a roll call vote: ayes; D'Ambra, Beard, Jones, Mueller, Redfern.**
- B. Mainline extension on Horizon Drive. **Staff will continue to move forward gathering information and fine tuning the costs and bring back to the board in March.**

- C. Approval of proposal from Hamner, Jewel & Associates for easement acquisition services for Horizon Drive main line extension project. **Director D'Ambra motioned approve the proposal from Hamner, Jewel & Associates subject to a signed agreement from the Golden Inn, Director Redfern seconded and the motion passed by a roll call vote: ayes; D'Ambra, Beard, Jones, Mueller, Redfern.**
 - D. Approval of proposal from Terra Verde for environmental review services for Horizon Drive main line extension project. **Director Beard motioned to approve the proposal from Terra Verde for environmental review services, Director Mueller seconded and the motion passed by a roll call vote: ayes; D'Ambra, Beard, Jones, Mueller, Redfern.**
 - E. Solvang wastewater treatment plant upgrade project. **The Solvang City Council approved Carolla Engineering to design the Solvang WWTP, the Districts portion should cost approximately \$335,000.00 in the fiscal year 2020/2021. Staff reviewed Carolla's design option with the Board. Staff will attend the design kickoff meeting on February 26, 2020.**
 - F. Approval of proposal from Tuckfield & Associates for a financial plan update. **Director Beard motioned to approve the Tuckfield and Associates proposal for the financial plan, Director Mueller seconded, and the motion passed by a roll call vote: ayes; D'Ambra, Beard, Jones, Mueller, Redfern.**
 - G. Approval of the City of Solvang final invoice for fiscal year 2018/2019. **Staff met with the WW Committee to review the bill. The committee asked for clarification on some of the billing. Staff received clarification on the questions. Director Beard motioned to approve the invoice for \$112,423.00, Director Redfern seconded, and the motion passed by a roll call vote: ayes; Beard, Jones, Redfern, Mueller, D'Ambra.**
 - H. California Special District Association (CSDA) Board of Directors Vacancy - Call for Nominations: Seat B – Coastal Network. **Director Jones recused herself from the meeting. Director Redfern nominated Karen Jones as a candidate to fill the vacancies for Seat B on the CSDA Board of Directors, Director Beard seconded and the motion passed by a roll call vote: ayes; Beard, Redfern, Mueller, D'Ambra Absent: Jones.**
 - I. Proposal to provide contract operations for the Solvang wastewater treatment plant. **Director D'Ambra motioned to authorize the new General Manager to negotiate a new task order with Cannon to perform a cost savings analysis for district operation of the Solvang plant and continue to put on hold the formal proposal from Cannon, Director Mueller seconded and the motion passed by a roll call vote: Beard, Jones, Redfern, Mueller, D'Ambra.**
8. **CLOSED SESSION: The Board did not enter closed session because the District didn't need to respond to the second letter received by the Teamsters.**
- i. Public comments on closed session agenda item
 - ii. Enter into closed session: Conference with legal counsel - anticipated litigation

Significant exposure to litigation pursuant to Government Code Section
54956.9(d)(2)
One potential case

- iii. Reconvene to open session and public report on action (if any) taken in closed session

9. **INFORMATIONAL ITEMS:**

A. Sanitary Sewer Management Plan (SSMP). **Staff meet with Paul Causey to go over the requirements for the 5-year update. Paul reviewed the list of information needed from staff for the update and staff notified the State the SSMP will be completed no later than June 2020.**

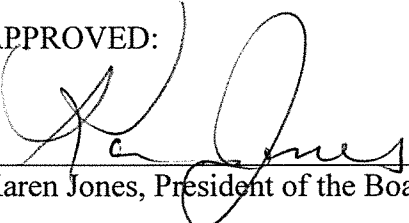
10. **REPORTS:**

- A. Manager's Report - none
- B. Legal Counsel's Report – **By contract the District supplies a chief plant operator and Kevin took over as the Chief plant operator for the City of Buellton for 30 days and the 30 days is coming up, CASA has introduced legislation that wipes will be required to be labeled non-flushable, most agencies don't do capacity buy back if the use changes, abandoned sewer lines can be a liability and the risk can be assessed.**
- C. Secretary/Treasurer's Report – **The CD money of \$167,000 was transferred to the Five Star Money Market account**
- D. Committee Reports – **The wastewater committee met to review the Solvang bill, the Ad Hoc committee is reviewing the GM hiring process for recruitment and the Board is the personnel committee for the GM.**

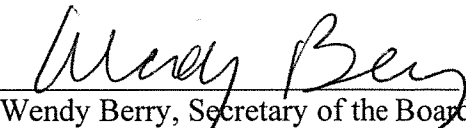
11. **ADJOURNMENT**

The meeting was adjourned at 8:04 p.m.

APPROVED:



Karen Jones, President of the Board



Wendy Berry, Secretary of the Board