

**MINUTES OF THE REGULAR MEETING OF THE
CARPINTERIA SANITARY DISTRICT GOVERNING BOARD
March 16, 2021**

These are the **minutes** of the **regular** meeting of the Governing Board of the Carpinteria Sanitary District in the City of Carpinteria, County of Santa Barbara, and State of California.

The Governing Board of the Carpinteria Sanitary District held a regular meeting on **March 16, 2021**, at 5:30 p.m. at its District administrative office located at 1110 Eugenia Place, Carpinteria, California.

In accordance with the provisions of the Governor's Executive Order Nos. N-29-20 and N-33-20 and orders from the Santa Barbara County Health Officer, public participation was available in the meeting remotely using an electronic online meeting platform (Zoom). The agenda notice for this meeting, including instructions for the public to provide comments and/or participate in the electronic meeting, was posted in the front window of the administrative office of the Carpinteria Sanitary District and on the District's website at least 72 hours in advance of the meeting. District staff were present at the District administrative office for this meeting, in the event public members wished to deliver comments in person.

I. CALL TO ORDER

President Murphy called the meeting to order at 5:30 p.m. and noted that that all Directors were present at tonight's meeting.

Directors Present: Debbie Murphy– President
 Lin Graf – President Pro-Tem
 Mike Modugno – Secretary
 Michael Damron – Secretary Pro-Tem
 Gerald Velasco - Treasurer

Staff Present: Craig Murray – General Manager
 Kim Garcia – Board Clerk

Legal Counsel
Present: Tony Trembley – Law Office of Anthony H. Trembley

Public Present: Kathy Trembley

II. PLEDGE OF ALLEGIANCE

President Murphy led the Pledge of Allegiance.

III. BOARD APPROVAL OF AGENDA

President Murphy asked if there were any modifications and/or changes to the agenda. Hearing none, the agenda was approved as submitted.

IV. BOARD APPROVAL OF MINUTES OF THE MEETING OF March 2, 2021

Director Damron made a motion, seconded by Director Graf that the Board approve the minutes of the March 2, 2021 Regular Board meeting as presented. The motion carried by the following roll call vote:

AYES:	4	Damron, Modugno, Graf, Murphy
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	1	Velasco

V. PUBLIC FORUM

None

VI. MATTERS BEFORE THE BOARD

A. GENERAL REPORTS:

1. General Manager’s Status Report

General Manager reviewed his written report regarding the following items:

- COVID-19 Pandemic Status Update
- Administration Building Replacement Project Update
- Draft Sanitary Sewer Systems General Order
- CSRMA Long Range Planning
- Operations Update

2. Resolution No. R-343; Commending and Thanking Anthony H. Trembley for 31 Years of Dedicated Service to the District

President Murphy read aloud Resolution No. R-343 and presented Legal Counsel Trembley with a plaque and certificate to honor and commend him on his service and dedication to the District. The Board members and staff wished Tony well in retirement.

Director Damron made a motion, seconded by Director Graf that the Board adopt Resolution R-343 as presented. The motion carried by the following roll call vote:

AYES:	5	Murphy, Damron, Graf, Velasco, Modugno
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

3. Agreement for General Counsel Legal Services – Hensley Law Group

General Manager reviewed his staff report related to an Agreement for General Counsel Legal Services between the District and Hensley Law Group, which would appoint Karl H. Berger as general counsel for the District effective as of the date of the agreement.

Director Velasco made a motion, seconded by Director Modugno that the Board approve the Agreement for Legal Services between the Carpinteria Sanitary District and Hensley Law group dated March 4, 2021. The motion carried by the following roll call vote:

AYES:	5	Murphy, Damron, Graf, Velasco, Modugno
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

4. Resolution No. R-344; Accepting a Grant of Sewer Easement from the County of Santa Barbara and Approving Quitclaim Deeds for Existing Easements

General Manager reviewed his staff report related to Resolution No. R-344 – Accepting a Grant of Sewer Easement from the County of Santa Barbara and Approving Quitclaim Deeds for Existing Easements. The easements are in relation to the District’s Via Real Sewer Main Relocation Project, completed in 2016.

Resolution No. R-344 would accept a grant of easement conveyed by the County of Santa Barbara and authorize the General Manager to execute a Certificate of Acceptance. The resolution would also authorize filing of two quitclaim deeds for exiting easements recorded in favor of the District in 1963 that are no longer required.

Director Damron made a motion, seconded by Director Velasco that the Board adopt Resolution No. R-344 as presented. The motion carried by the following roll call vote:

AYES:	5	Murphy, Damron, Graf, Velasco, Modugno
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

5. Cash Contract No. 484 – Change Order No.1; Administration Building Replacement Project

General Manager reviewed his staff report related to Change Order No. 1 to Cash Contract No. 484 which covers two earthwork related changes to the scope of work directed by the District. If approved, Change Order No. 1 would result in a cost amendment totaling \$23,743, increasing the contract price to \$3,844,743 and would extend the contract by five working days.

Director Damron made a motion, seconded by Director Graf that the Board approve Change Order No. 1 to Cash Contract No. 484 with Newton as presented. The motion carried by the following roll call vote:

AYES:	5	Murphy, Damron, Graf, Velasco, Modugno
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

6. Notice of Project Completion and Property Annexation – 821 Sand Point Road

General Manager reviewed his staff report related to Notice of Completion and Property Annexation of 821 Sand Point Road. The Annexation Agreement, dated June 19, 2001, between the property owners and the District has been satisfied.

Director Modugno made a motion, seconded by Director Graf that the Board approve the Notice of Completion and Property Annexation for 821 Sand Point Road and authorize the General Manger to execute the document. The motion carried by the following roll call vote:

AYES:	5	Murphy, Damron, Graf, Velasco, Modugno
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

7. Update to District Personnel Rules and Regulations; Chapter 3 of the District Code

General Manager reviewed his staff report related to the Update to District Personnel Rules and Regulations. The District Administrator reviewed the proposed edits which are primarily intended to incorporate recent changes in State employment law as recommended by the District's labor counsel.

Director Damron made a motion, seconded by Director Velasco that the Board approve the updated version of Chapter 3 of the District Code, Personnel Rules and Regulations as presented. The motion carried by the following roll call vote:

AYES:	5	Murphy, Damron, Graf, Velasco, Modugno
NOES:	0	None
ABSENT:	0	None
ABSTAIN:	0	None

8. California Special District Association Board of Directors–Call for Nominations Seat

A

General Manager said this item was on the agenda for Board consideration. No Board action was taken on this item.

VII. BOARD ITEMS

A. COMMITTEE REPORTS

Standing Finance Committee

None.

Standing Personnel Committee

None.

Standing Public Relations Committee

None.

Standing Utilities Committee

None.

B. GENERAL ITEMS

SBCSDA (Santa Barbara California Special Districts Association) Report

None

CSRMA Report

None.

Board Member Vacation Dates

None.

Future Agenda Items

None.

VIII. ADJOURNMENT

There being no further items to discuss, President Murphy adjourned the meeting at 6:32 p.m.

Debbie Murphy
President

Lin Graf
President Pro-Tem

Mike Modugno
Secretary

Michael Damron
Secretary Pro-Tem

Gerald Velasco
Treasurer