

**BURBANK SANITARY DISTRICT  
BOARD OF TRUSTEES**

**MINUTES OF REGULAR MEETING  
March 16, 2006**

**1. CALL TO ORDER**

President Carpenter called the meeting to order at 7:30 p.m.

Call to Order

**2. ROLL CALL AND APPROVAL OF AGENDA**

Directors Present: Directors Joe Carpenter, Lisa M. Post, and Michael Yoder  
Directors Absent: Soren Spies (excused via email), John Marke (excused absence)  
Counsel Present: None  
Staff: Donald Toy (Mark Thomas & Company, Inc.)

Roll Call and  
Approval of  
Agenda

**Motion:** To approve the agenda.

**Move:** Post                    **Second:** Yoder

**Board vote:** **Ayes,** Carpenter, Post, and Yoder    **Noes,** None  
**Absent,** Spies, Marke

**3. PUBLIC COMMENTARY**

Public  
Commentary

- A. Visitor Commentary – None.
- B. Agency Representatives – Staff reported the status of the repair for a broken lateral at 402 S. Bascom Avenue. Staff reported the availability of insurance coverage for board members and their spouses. President Carpenter directed staff to send a memo to counsel regarding three emergency repairs that were performed by the district to repair lines damaged by utility companies. The district will be seeking reimbursement for the costs incurred for the repairs.
- C. Board Commentary – President Carpenter directed staff to coordinate with Green Valley Disposal Company for a May 6, 2006, Community Clean-up Day. Director Post apologized for her excused absence from the last meeting.

**4. CONSENT CALENDAR**

Consent  
Calendar

- A. Approval of Minutes. Approve Minutes from Regular Meeting of 03/02/06.

**Motion:** To defer approval to the next meeting due to Director Spies' absence.

**Move:** Yoder                    **Second:** Post

**Board vote:** **Ayes,** Carpenter, Post and Yoder    **Noes,** None  
**Absent,** Spies, Marke

**5. WARRANTS**

Warrants

- A. Approval of Five (5) Warrants:
  - 1. Enviro-Commercial Sweeping, Inc.
  - 2. Meyers Nave
  - 3. Dunham & Watkins, CPAs
  - 4. LMGW, CPAs
  - 5. Able Underground Construction

Director Carpenter expressed his concerns regarding the efficiency of Sid Nash's time spent on the 2004-05 Burbank Sanitary District audit.

**Motion:** To approve the warrants.

**Move:** Yoder                    **Second:** Post

**Board vote:** **Ayes,** Carpenter, Post and Yoder    **Noes,** None  
**Absent,** Spies, Marke

**6. NEW BUSINESS**

New Business

- A. Reimbursement Policy. Board discussion of reimbursement policy for training classes, seminars, or conferences.
- B. Ethics Training Policy. Board discussion of AB 1234 Compliance Training for Special Districts.

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**6. NEW BUSINESS (continued)**

**Motion:** To defer Items 6A and 6B to the next meeting so that counsel can give a report at that time.

**Move:** Carpenter                      **Second:** Post

**Board vote:** **Ayes,** Carpenter, Post and Yoder      **Noes,** None  
**Absent,** Spies, Marke

- C. LAFCO Service Review. President Carpenter directed staff to contact LSA Associates to request an extension to submit a response letter to the Draft Service Review for LAFCO and for staff to review the report for accuracy. Counsel will attend the next meeting to discuss this topic.

**7. UNFINISHED BUSINESS**

- A. Planning for 2006. President Carpenter stated that one of the goals for 2006 would be to review all district ordinances and resolutions to make sure everything is accounted for and all records are accurate. The board will compile a list of items to review and complete for 2006.

**8. ADJOURNMENT:** Next Regular Meeting: *Thursday, April 6, 2006*

**Motion:** To Adjourn meeting

**Move:** Yoder                      **Second:** Post

**Board vote:** **Ayes,** Carpenter, Post and Yoder                      **Noes,** None  
**Absent,** Spies, Marke

Approved: April 6, 2006

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Joe Carpenter, President

Respectfully Submitted,

**Mark Thomas & Company, Inc.**  
District Manager – Engineer

Donald Toy  
Administrator

New Business  
(continued)

Unfinished  
Business

Adjournment