

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
May 6, 2014**

POSTING OF THE AGENDA

The agenda notice for this meeting was posted in the display case outside the administrative office of the Goleta West Sanitary District and on the District's website at least 24 hours in advance of the meeting.

1. CALL TO ORDER

President Bearman called the meeting to order at 6:30 PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

David Bearman, M.D.

Craig Geyer

Dr. David C. Lewis

Larry D. Meyer

Eva Turenchalk

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Mr. Mark Nation, General Manager/Superintendent

Mr. Steven A. Amerikaner, General Counsel

OTHERS PRESENT

Eduardo Galindo – CDM Smith, Inc.

Hans Papke – CDM Smith, Inc.

Jerry D. Smith – Director, Goleta Sanitary District

Josh Plotke

3. APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda

4. PUBLIC COMMENT

None

5. MINUTES

(14-05-44)

Upon a motion by Director Meyer, seconded by Director Turenchalk, the Board unanimously approved the minutes of the Special Board Meeting of April 24, 2014 as written.

DISCUSSION-ACTION ITEMS

6. CDM SMITH, INC. – PRESENTATION OF FURTHER EXTERIOR CONFIGURATIONS FOR NEW ADMINISTRATION BUILDING

Ed Galindo from CDM Smith, Inc. provided a power point presentation on exterior configurations requested at the April 15, 2014 Special Board Meeting. Mr. Galindo then exhibited options for a courtyard area. The Board provided direction on the exterior and directed CDM Smith, Inc. to return to the Board with a further refined final image of the building exterior and options for the courtyard.

7. **RESOLUTION NO. 14-745: AMENDING APPENDIX "A" OF THE PERSONNEL POLICY/EMPLOYEE HANDBOOK**

(14-05-45)

Upon a motion by Director Lewis, seconded by Director Turenchalk, the Board unanimously approved to adopt Resolution No. 14-745: Amending Appendix "A" of the Personnel Policy/Employee Handbook, by the following roll call vote:

AYES:	Bearman, Geyer, Lewis, Meyer, Turenchalk
NOES:	None
ABSTAINED:	None
ABSENT:	None

8. **COMMUNICATIONS**

The communications were noted as received.

9. **REPORTS**

Operations Report

The General Manager provided a report.

Personnel Committee Meeting

President Bearman provided a report on the April 25, 2014 meeting.

Goleta Sanitary District Board Meeting

Director Meyer provided a report on the May 5, 2014 Board meeting.

City of Goleta Council Meeting

No report.

Santa Barbara County Special District Association Chapter Meeting

Director Meyer provided a report on the April 28, 2014 meeting.

Other Reports

President Bearman provided a report on his discussions with staff of Assembly member Das Williams regarding pharmaceutical disposal.

10. **Future Agenda Items**

None.

11. **ADJOURNMENT**

There being no further business, President Bearman adjourned the meeting at 7:52 PM.



Mark Nation, Board Secretary

APPROVED



David Bearman M.D., President

GOLETA WEST SANITARY DISTRICT Operating Report for April 9 – April 29, 2014

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for the May 6, 2014 Regular Board Meeting.

Completed FY 2013-2014 manual billings for elementary schools and Dos Pueblos High School.

Met with representatives from Union Bank regarding the District's banking accounts and new services offered by Union Bank.

Attended Personnel and Management Committee meetings.

Attended SBCSDA Chapter meeting.

Staff met at OMGC site with UCSB, Trust for Public Land and Urban Greening Grant officials. Staff attended as a means to help UCSB demonstrate how agencies are collaborating on the open space project so they can obtain a grant from Urban Greening.

The field crew has been working on the annual business inventory verification.

Completed the report for public information regarding Blois Construction bid withdrawal action.

Staff continues to work on the draft fiscal year 2014-2015 budget document.

II. Collection System Maintenance

Staff received safety training on the following topics: Blood Borne Pathogens, First Aid, & CPR; and NFPA 70E – Arc Flash Training.

Issued Notice of Award to Mladen Buntich Construction Co., Inc. for the Mesa Road Trunk Sewer Project following Board approval.

Signed the contract with Penfield & Smith for CM Services for the Mesa Road Trunk Sewer Project following Board approval.

The crew completed hydro-cleaning the Bacara gravity area and all hotspots throughout the District. The crew is currently root cutting throughout the District. Sewer cleaning operations are summarized on the attached sheet.

Oilfield Electric performed infrared testing on switchgear, electrical terminals, main breakers etc.

The crew continues CCTV work for 2014. This year's schedule includes the Phelps area and the Cannon Green area.

Staff continues to inspect as needed at the Haskell's Landing and Willow Springs II developments.

The Vector went to Haaker Equipment Company for 3 days for some recall work (warranty) on the PTO unit.

On April 23, 2014 the District experienced a sewer overflow from the trunk line going through Ocean Meadows Golf Course. The crew recovered a broken plumber's snake from the pipe when clearing the blockage. It appears that the snake hung up while going through a manhole and caused a blockage after debris accumulated at that point. Unfortunately, the blockage occurred while the GWSD Vector was out of service due to recall work. GSD assisted with their equipment to clear the blockage. Reports are being completed as required and preliminary estimate of the spill is in the 3,000 – 4,000 gallon range.

III. Industrial Waste

Staff conducted an Industrial Wastewater Discharge Permit compliance inspection and collected compliance samples at the Delco Groundwater Remediation Site operated by Hargis + Associates.

Staff collected Industrial Wastewater Discharge Permit compliance samples from Allergan, Calient, and DuPont Displays.

Staff confirmed that required fixtures were connected to the Grease Interceptor and signed off on County permit for Shave-It located in the ICON Gardens building.

Staff received and reviewed March well water meter estimates provided by Raytheon for well water used in their industrial processes and discharged to the sewer system.

Staff responded to a public records request for 75 Coromar Drive (Raytheon B-2 & B-3). The request was made by Environmental Support Services conducting a due-diligence study to research the history of the site as it pertains to hazardous materials/waste/industrial waste.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours – 53

Miles – 412

Loads – 27

3/22/14 = 10.66 Tons, 3/29/14 = 9.16 Tons

STREET SWEEPER MAINTENANCE

- Lube fan
- Routine maintenance

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	February 2014	MGD 1.9085; 61.37%
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Sewer Operations Cleaning Summary from April 9, 2014 to April 29, 2014

Water Environment Research Institute (WERI)

Feet Cleaned

Hot Spot	2,668 ft.
Hydroclean	1,269 ft.
Root Cutting	1,232 ft.
	<hr/>
	5,169 ft.

Lines Cleaned

Hot Spot	12 lines
Root Cutting	5 lines
Hydroclean	4 lines
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	21 lines

Other Work Orders

CCTV Work Order	23 Work Orders
	<hr/>
	23 Work Orders

**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
April 9 - 29, 2014**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
Acorn Landscape - Monthly maintenance fees	\$ 333.41			\$ 333.41
Action Preparedness Training - CPR, bloodborne pathogens; first aid	\$ 250.00	\$ 50.00		\$ 300.00
ADP, Inc. - Payroll processing for period ending 04/02/14	\$ 203.20	\$ 22.58		\$ 225.78
ADP, Inc. - Management Reports for period ending 04/11/14	\$ 101.97	\$ 11.33		\$ 113.30
ADT Security Services - Quarterly service (May - July)	\$ 250.26			\$ 250.26
AT&T Mobility - Monthly cell phone service	\$ 256.50			\$ 256.50
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Blueisle Bookkeeping - Feb. bookkeeping services	\$ 138.25			\$ 138.25
Brownstein Hyatt Farber Schreck - Legal services		\$ 3,435.50	\$ 1,758.00	\$ 5,193.50
CalPERS - May health insurance premiums	\$ 8,785.62	\$ 638.22		\$ 9,423.84
CalPERS - Pension contributions; 04/03/14 - 04/16/14	\$ 3,341.75	\$ 190.65		\$ 3,532.40
CalPERS - Pension contributions; 04/17/14 - 04/30/14	\$ 3,371.48	\$ 190.65		\$ 3,562.13
Cardmember Service - Mtg registration & expenses; postage	\$ 516.80			\$ 516.80
CDM Smith, Inc. - PS#2 and new Administration Bldg. Projects			\$ 23,741.95	\$ 23,741.95
CDM Smith, Inc. - Mesa Road Project			\$ 13,290.73	\$ 13,290.73
County of S.B. Public Works Dept. - Dist. Share of IRWMP		\$ 4,091.00		\$ 4,091.00
Crump & Company, Inc. - Rebuild kit, Bacara vac release valves	\$ 745.31			\$ 745.31
Diane Powers, Petty Cash Custodian - Petty cash reimbursement	\$ 72.57	\$ 6.03		\$ 78.60
Goleta Water District - Monthly service/Emily	\$ 68.11			\$ 68.11
Home Depot Credit Services - New water heater & parts	\$ 452.12			\$ 452.12
Impulse Advanced Communications - Monthly virtual host service	\$ 55.00			\$ 55.00
Lincoln Natonal Life Insurance Co. - Deferred Compensation	\$ 700.00			\$ 700.00
Lincoln Natonal Life Insurance Co. - Deferred Compensation	\$ 750.00			\$ 750.00
MarBorg Industries - 25YD roll-off & recycle fees	\$ 176.40	\$ 705.59		\$ 881.99
MarBorg Industries - 25YD roll-off & recycle fees	\$ 201.05	\$ 804.18		\$ 1,005.23
McCormic Corporation - Fuel for street sweeper		\$ 352.91		\$ 352.91
Nation, Mark - SBCSDA Chapter Mtg. meal reimbursement	\$ 40.00			\$ 40.00
PFM Asset Management LLC - March investment services	\$ 1,794.32			\$ 1,794.32
Reliance Standard Life Insurance Co. - May LTD insurance premiums	\$ 626.84	\$ 37.49		\$ 664.33
SDRMA - May Dental/Life insurance premiums	\$ 795.21	\$ 97.00		\$ 892.21
Southern California Edison - Monthly service/main facility	\$ 4,093.18			\$ 4,093.18
Terrain Consulting - Spring newsletter		\$ 12,745.00		\$ 12,745.00
Verizon California - Monthly service/Emily	\$ 161.57			\$ 161.57
Verizon California - Monthly service/main facility	\$ 218.55	\$ 13.95		\$ 232.50
WEX Bank - Fuel for District vehicles	\$ 1,043.44	\$ 426.65		\$ 1,470.09
				\$ -
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 29,642.91	\$ 23,818.73	\$ 38,790.68	\$ 92,252.32

Payroll - Pay Period Ending: April 16, 2014

\$ 30,166.17

GRAND TOTAL - Fund 4900

\$ 122,418.49