

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
November 1, 2011**

CALL TO ORDER

President Geyer called the meeting to order at 7:01 P.M.

BOARD MEMBERS PRESENT

Dave Bearman, M.D. (arrived 7:03 P.M.)

Craig Geyer

Dr. David C. Lewis

Larry D. Meyer

Eva Turenchalk

STAFF PRESENT

Diane P. Powers, Secretary; Mr. Mark Nation, General Manager/Superintendent; Mr. Steven A. Amerikaner, General Counsel

OTHERS PRESENT

Ms. Danna McGrew, Bartlett, Pringle & Wolf, LLC; Mr. Brian Robinson, Terrain Consulting; Mr. George W. Emerson and Mr. John R. Fox, Directors, Goleta Sanitary District

APPROVE THE ORDER OF THE AGENDA

There was no change to the order of the agenda.

PUBLIC INPUT

There was no public input presented at this time.

MINUTES

(11-11-65)

Upon a motion by Director Meyer, seconded by Director Lewis the Board unanimously approved the minutes of the Special meeting of October 18, 2011 as written.

ACTION ITEMS

1) Presentation of the FY 2010-2011 Annual Financial Statements

Ms. Danna McGrew provided a review of the FY 2010-2011 Annual Financial Statements.

(11-11-66)

Upon a motion by Director Lewis, seconded by Director Turenchalk the Board unanimously approved to accept the FY 2010-2011 Annual Audit Report.

2) Review draft of new District website

Mr. Brian Robinson reported that 96% of the new website design has been finalized. He distributed a copy of the updated home page for the Board's reevaluation. Mr. Robinson informed the Board that three (3) tag lines have been selected to use in appropriate situations. The tag lines are as follows: i) Your environmental partner since 1954; ii) Serving western Goleta and Isla Vista since 1954; iii) Established in 1954. President Geyer replied that he is pleased with all three (3) of the proposed tag lines. Mr. Robinson added that a Press release will

be published to focus on the completion of the Embarcadero Del Norte Project. He explained that on or about November 16, 2011 the new website will be publicly announced. An informational notice addressing the FOG Program will be circulated sometime before the holidays. A newsletter will be published in December 2011. Mr. Robinson remarked that he will be returning to the Board on November 15, 2011 with a completed new website for the Board to consider.

3) Review District Credit Card Policy

Mr. Nation explained that the purpose of this agenda item was to restate the current District Credit Card Policy and to outline the policy procedures.

COMMUNICATIONS

The communication was noted as received.

REPORTS

Operating Report:

There were no questions concerning the October 13 – 25, 2011 Operating Report.

Finance Committee Meeting

The topic of the October 19, 2011 Finance Committee Meeting was addressed as an item on the agenda.

Public Relations Committee Meeting:

The topic of the October 25, 2011 Public Relations Committee Meeting was addressed as an item on the agenda.

Goleta Sanitary District Board Meeting:

Director Meyer provided a report on the October 21, 2011 Goleta Sanitary District Board Meeting.

City of Goleta Council Meeting

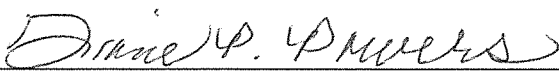
No report was provided on the November 1, 2011 City of Goleta Council Meeting.

SBCSDA Chapter Meeting

Director Meyer provided a report on the October 24, 2011 SBCSDA Chapter Meeting

ADJOURNMENT

There being no further business, President Geyer adjourned the meeting at 7:40 P.M.



Diane P. Powers, Secretary

APPROVED



Craig Geyer, President

GOLETA WEST SANITARY DISTRICT

Operating Report for October 12 – October 25, 2011

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for November 1, 2011 regular Board Meeting.

Completed 2011-2012 manual billings with the exception of the local elementary schools and DP High School, which are invoiced in May 2012.

Completed the first quarter financial report for FY 2011-2012.

Completed 2011 Government Units Survey (Census of Governments).

Published Ordinance No. 11-81 in The Daily Sound.

Attended Finance, Management and Public Relations Committee meetings.

Attended Special Board meeting.

Staff continued to work with Terrain Consulting on the new District website.

Bob Van Buren completed the server replacement project.

Attended SAMA meeting.

Staff worked with BPW to finalize the annual audit.

II. Collection System Maintenance

Ocean Meadows Golf Course Trunk Sewer Rehabilitation project is near completion. The contractor has completed the work in the field. District staff is reviewing CCTV inspections to confirm compliance with the plans and specifications.

The Embarcadero Del Norte Project construction is 100% complete. The District is waiting on the CCTV inspection from the contractor.

The crew is currently performing the 2012 CCTV inspections. This period is primarily in the Lake Los Carneros area.

The crew is currently hydro-cleaning the 60-2 Off-tract area near Ocean Meadows Golf Course.

The crew performed easement maintenance and clearing in the Lake Los Carneros area and 60-2 area.

Final plan check was performed for the Camino Real Hotel Project.

The entire staff continues to receive SCADA training.

Staff received Safety Training on the following subjects: Personal Protective Equipment (PPE) and Job Safety Analysis / Job Hazard Analysis.

III. Industrial Waste

The Industrial Wastewater Discharge Permit renewal process is continuing with all permitted industries within the District.

Staff collected Industrial Wastewater Discharge Compliance Samples from Allergan Medical, Inc. and Calient Networks, Inc.

Staff conducted Industrial Wastewater Discharge Compliance Inspections at Allergan Medical, Inc. and Transphorm, Inc.

Staff received and reviewed September Groundwater Remediation System discharge meter readings from Hargis + Associates for the former Delco site.

IV. Street Sweeping

The District test drove a regenerative air type sweeper in preparation of purchase of a new machine.

Graffiti – none to report at this time

Abandon vehicles – none to report at this time

Hours – 20

Miles – 299.4

Loads- 20

STREET SWEEPER MAINTENANCE

- Air filters
- Adjust alignment on conveyor belt

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	August 2011	MGD 1.4387 46.2%
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**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
October 13 - 26, 2011**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
Acorn Landscape - Monthly maintenance fee	\$ 333.41			\$ 333.41
ADP, Inc. - Purchase of software upgrade	\$ 269.38			\$ 269.38
ADP, Inc. - Payroll processing for period ending 10/05/11	\$ 198.16	\$ 22.02		\$ 220.18
ADP, Inc. - Management reports for period ending 10/14/11	\$ 93.74	\$ 10.41		\$ 104.15
AZ Safety - Confined space & respirator training & fit testing	\$ 440.00			\$ 440.00
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - June 30, 2011 Financial Statements	\$ 6,435.90	\$ 715.10		\$ 7,151.00
Blueisle Bookkeeping - Reconcile Sept. 2011 bank statements	\$ 79.00			\$ 79.00
California Special Districts Assoc. - 2012 membership dues	\$ 4,257.00			\$ 4,257.00
CalPERS - Pension contributions	\$ 7,396.65	\$ 526.50		\$ 7,923.15
CalPERS - November health insurance premium	\$ 10,997.35	\$ 819.18		\$ 11,816.53
Cintas First Aid & Safety - First aid supplies	\$ 42.36			\$ 42.36
COSTCO Membership - Annual renewal	\$ 100.00			\$ 100.00
Dal Pozzo Tire Corp. - Repair tire on sweeper		\$ 35.00		\$ 35.00
Diamond Equipment, LLC - Hydraulic system breather	\$ 24.13			\$ 24.13
Environmental Products & Access., LLC - Maint. parts for Vactor	\$ 196.34			\$ 196.34
FGL Environmental - NISC Sampling; Stations 2, 4 & 5	\$ 1,359.00			\$ 1,359.00
FIA Card Services - FEDEX charges & shipping tape	\$ 29.84			\$ 29.84
Goleta Sanitary District - Plant Upgrade Proj; Progress paymnt #5			\$ 457,317.31	\$ 457,317.31
Impulse Advanced Communications - Monthly virtual host service	\$ 55.00			\$ 55.00
Larry's Auto Parts - Circuit breaker	\$ 12.08			\$ 12.08
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 675.00			\$ 675.00
Mac Tools - Die grinder pneumatic tool		\$ 72.20		\$ 72.20
McCarthy, Brian - Pipe for phone line @ Emily	\$ 66.63			\$ 66.63
McCormix Corporation - Fuel for street sweeper		\$ 497.80		\$ 497.80
PFM Asset Management LLC - Sept. investment advisory services	\$ 2,604.80			\$ 2,604.80
Red Wing Shoe Store - Safety boots; R. Chavez		\$ 150.00		\$ 150.00
Relinace Standard Life Insurance Co. - Nov. LTD insurance premium	\$ 599.18	\$ 37.49		\$ 636.67
SDRMA - November Dental/Life insurance premium	\$ 883.58	\$ 107.23		\$ 990.81
Sierra Property Management - Reimbursement for CCTV	\$ 225.00			\$ 225.00
Southern California Edison - Monthly service/main facility	\$ 5,595.00			\$ 5,595.00
Specialty Tool & Bolt - Maintenance parts for PS#1	\$ 61.29			\$ 61.29
TelePacific Communications - Monthly internet service	\$ 200.00			\$ 200.00
3T Equipment Company, Inc. - Repair mini camera	\$ 350.12			\$ 350.12
Titan Industrial & Safety Supply, Inc. - Bottle Gas Cal	\$ 381.25			\$ 381.25
Verizon California - Monthly service/Emily	\$ 129.02			\$ 129.02
Verizon Wireless - Monthly cell phone service	\$ 120.14			\$ 120.14
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 44,310.35	\$ 2,992.93	\$ 457,317.31	\$ 504,620.59

Payroll - Pay Period Ending: October 19, 2011

\$ 23,860.40

GRAND TOTAL - Fund 4900

\$ 528,480.99