

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
July 17, 2012**

CALL TO ORDER

President Meyer called the meeting to order at 7:00 P.M.

BOARD MEMBERS PRESENT

Dave Bearman, M.D.
Craig Geyer
Dr. David C. Lewis
Larry D. Meyer

BOARD MEMBER ABSENT

Eva Turenchalk

STAFF PRESENT

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

OTHERS PRESENT

No members of the public were present.

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

(12-07-36)

Upon a motion by Director Geyer, seconded by Director Lewis the Board unanimously approved the minutes of the regular meeting of July 3, 2012 as written.

ACTION ITEMS

1) **Resolution No. 12-736: A Resolution establishing the Appropriation Limit for Fiscal Year 2012-2013**

(12-07-37)

Upon a motion by Director Geyer, seconded by Director Lewis the Board unanimously approved to adopt Resolution No. 12-736: A Resolution establishing the Appropriation Limit for Fiscal Year 2012-2013.

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

2) Review of current Committee assignments

President Meyer remarked that he wants an informed Board and encouraged the Board members to attend meetings such as Special Districts.

The LAFCO Ad-Hoc Committee was eliminated. Director Bearman was appointed to replace Director Geyer as the alternate to attend Goleta Sanitary District Board Meetings, and Director Geyer was appointed to replace Director Bearman to attend the City of Goleta Council Meetings.

3) Overview of Industrial Waste Pretreatment Program

Mr. Nation provided a broad overview of the District's Industrial Waste Pretreatment Program. He mentioned that the District's Industrial Waste Pretreatment Program was established in 1983 and mirrors that of the Goleta Sanitary District. The main objectives of the program are to prevent pollutants from going through the treatment plant, prevent damage to treatment operations, protect the safety of collection system and plant employees and to protect the collection system from damage. Mr. Nation explained that the legal authority for the program is provided for in District Ordinances #61 and #62. He then proceeded to discuss the classes of permits, their effective periods to include renewal applications and inspections and sampling schedules. Mr. Nation pointed out that another component of the program is the FOG Program (Fats, Oil & Grease).

COMMUNICATIONS

The communications were noted as received.

REPORTS

Operating Report:

Mr. Nation provided highlights of the operating report.

Goleta Sanitary District Board Meeting:

President Meyer provided a report on the July 9 & July 16, 2012 Goleta Sanitary District Board Meetings.

IVR&PD Board Meeting:

Director Lewis provided a report on the July 10, 2012 IVR&PD Board Meeting.

Goleta Water District Board Meeting:

There was no report provided at this meeting.

IVR&PD Board Meeting:

Director Lewis provided a report.

City of Goleta Council Meetings:

Director Geyer provided a report on the July 11, 2012 City of Goleta Council Meeting.

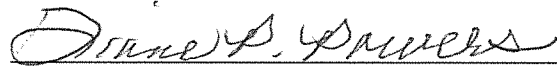
Other Director Reports:

President Meyer reported that he attended the July 11, 2012 workshop at the Santa Barbara Airport. The topic of the Workshop was the Airport Master Plan. He then confirmed that the SBCSDA Executive Meeting for the month of July had been canceled.

FUTURE AGENDA ITEMS

ADJOURNMENT

There being no further business, President Meyer adjourned the meeting at 7:53 P.M.



Diane P. Powers, Secretary

APPROVED



Larry D. Meyer, President

GOLETA WEST SANITARY DISTRICT

Operating Report for June 27 – July 10, 2012

I. Administration

Staff confirmed that the Candidate filing period for District Directors opens July 16th and closes on August 10, 2012. If either incumbent does not file then the filing period is extended for one week.

Completed routine administrative duties.

Prepared Board Agenda packet for July 17, 2012 regular Board Meeting.

Entered 2012-2013 budget data to export into the Great Plains Accounting Program.

Completed the CERBT Refund Distribution Request for 2011-2012.

Completed the OPEB Contribution Report for 2011-2012 for GASB 45/43 Reporting.

Completed Master Time Sheets for 2012-2013 for all District employees.

Attended Finance Committee meeting.

Sent the no-spill certification for June 2012 to the State CIWQS program as required.

Staff attended a training module put on by the City of Goleta regarding its Energy Efficiency Action Plan (EEAP). The training basically was an overview of an EEAP. Topics discussed were:

- Key elements
- Potential benefits
- Resources available
- Reducing environmental impacts

Goals of the plan are accomplished by utilizing strategies such as: updating HVAC systems, turning down thermostats, installing cool roofs on buildings, commuting on bicycles, purchasing “energy star” rated products when possible, retrofitting lighting and achieving LEED certification when possible.

Several success stories were shown. They were primarily large organizations that retrofitted either HVAC or lighting, which saved a substantial amount of money.

Mark and Brian met with Lisa Stratton from UCSB regarding the planned restoration at the Ocean Meadows Golf Course site. We discussed the District’s concerns regarding access to our facilities. We also discussed the integrity of the District’s sewer lines in the Devereux watershed area.

II. Collection System Maintenance

District Staff continues inspecting the sewer installation at the UCSB North Campus Faculty Housing Phase II development.

District Staff is inspecting as needed at the Bluffs development as site construction has resumed.

The crew completed easement maintenance just east of the Sandpiper Golf Course.

The crew is currently root-cutting throughout the District with 3,662 ft. cleaned since the last report.

The crew is currently hydro-cleaning the Isla Vista East and West areas with 9,022 ft. cleaned since the last report.

The crew is currently inspecting with CCTV in the Isla Vista area with 8,146 ft. inspected since the last report.

The crew completed hydro-cleaning hotspots throughout the District with 3,676 ft. cleaned since the last report.

The crew completed the monthly test runs and exercising of equipment including:

- Exercised all valves
- Ran Roiline emergency pump
- Ran main facility emergency generator

Staff completed a plan check for revisions to the Camino Real Hotel and issued a letter to the City of Goleta approving the revised plans.

Staff corresponded with contractor regarding an existing guest house in Rancho Embarcadero. The guest house is currently on a septic system that they would like to abandon and tie the guest house into the existing lateral serving the main house.

Staff attended CAER meeting at SB County Emergency Operations Center.

Staff received Safety Training on Risk Control 2012.

Staff took electronic waste, spent batteries and fluorescent bulbs to the SB County Transfer Station for recycling and disposal.

III. Industrial Waste

Staff conducted Industrial Wastewater Discharge Compliance Inspections at the following permitted facilities: Calient Networks, Karl Storz Imaging, Medtronic Neurosurgery, and the US Postal Service Processing and Distribution Center.

Staff inspected Grease Interceptor installation at the IV Loop Project.

Staff received and reviewed May groundwater remediation system discharge meter readings for Delco site submitted by Hargis + Associates.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicles – none to report at this time

Hours – 35.1

Miles – 238.2

Loads – 19; 6-23-12 = 7.13 tons

STREET SWEEPER MAINTENANCE

- Service air filters

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	May 2012	MGD 1.5568 50.06%
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**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
June 27 - July 11, 2012**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
Acorn Landscape - Monthly maintenance fees	\$ 333.41			\$ 333.41
ADP, Inc - Payroll processing charges for period ending 06/12/12	\$ 200.38	\$ 22.26		\$ 222.64
ADP, Inc. - Processing charges for period ending 06/27/12	\$ 196.60	\$ 21.85		\$ 218.45
ADT Security Services - Quarterly service (Aug, Sept., Oct.)	\$ 368.31			\$ 368.31
Alliant Insurance Services - Annual Physical Damage Policy	\$ 2,332.42	\$ 777.47		\$ 3,109.89
Alternative Digital Printing - Laminated ID tags for staff and board		\$ 17.21		\$ 17.21
Aqua-Flo Supply - Maintenance parts for pump station	\$ 68.69			\$ 68.69
Arrowhead direct - Monthly cooler rental & drinking water	\$ 71.77			\$ 71.77
AT&T - Monthly long distance service	\$ 112.09	\$ 7.16		\$ 119.25
Bartlett, Pringle & Wolf - Microsoft Dynamics support subscription	\$ 7,839.20			\$ 7,839.20
Brownstein, Hyatt, Farber, Schreck - Legal services		\$ 5,194.47	\$ 40.00	\$ 5,234.47
CALAFCO - 2012-2013 membership dues	\$ 300.00			\$ 300.00
CalPERS - July health insurance premiums	\$ 9,855.73	\$ 943.26		\$ 10,798.99
CalPERS - Pension contributions 06/14/12 - 06/27/12	\$ 2,530.96	\$ 185.06		\$ 2,716.02
CalPERS - Pension contributions 06/28/12 - 07/11/12	\$ 2,642.05	\$ 185.06		\$ 2,827.11
Campbell-Geo, Inc. - UST Remediation System progress billing		\$ 3,461.61		\$ 3,461.61
Cintas First Aid & Safety - First aid supplies	\$ 126.27			\$ 126.27
County of Santa Barbara - Embarcadero Del Norte Project			\$ 627.70	\$ 627.70
County of Santa Barbara - Green Business Program contribution	\$ 1,200.00			\$ 1,200.00
CSRMA - Workers' Compensation Insurance Renewal Program	\$ 15,747.30	\$ 1,749.70		\$ 17,497.00
CSRMA - Property Program Renewal	\$ 1,476.29	\$ 164.03		\$ 1,640.32
CWEA - Certification renewal; M. Nation & K. Spencer	\$ 245.00			\$ 245.00
Daily Sound - Publish notice of public hearing	\$ 132.00			\$ 132.00
DATCO - Quarterly service (July, Aug, Sept.)	\$ 136.50			\$ 136.50
FGL Environmental - NISC Sampling; Stations 1, 3 & 5	\$ 1,359.00			\$ 1,359.00
Geyer, Craig - SBCSDA Chapter Meeting meal reimbursement	\$ 40.00			\$ 40.00
Goleta Sanitary District - May treatment and Fixed Assets	\$ 152,307.75		\$ 1,638.18	\$ 153,945.93
Goleta Valley Chamber of Commerce - Lemon Festival sponsorship		\$ 5,000.00		\$ 5,000.00
Goleta Valley Paint - White paint	\$ 30.70			\$ 30.70
Goleta Water District - Monthly service/Emily	\$ 55.93			\$ 55.93
Grainger - Maintenance parts for Pump Station #1	\$ 52.06			\$ 52.06
Innovyze - Annual subscription for H2OMAP Sewer		\$ 800.00		\$ 800.00
Isla Vista Recreation & Park District - 20112-13 Mutt Mitt Funding		\$ 3,580.77		\$ 3,580.77
Larry's Auto Parts - Brake Clean; absorbant	\$ 74.05			\$ 74.05
Larry's Auto Parts - Pully Puller	\$ 39.76			\$ 39.76
Lash Construction, Inc. - Embarcadero Del Norte Project			\$ 33,340.40	\$ 33,340.40
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 675.00			\$ 675.00
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Mac Tools Distributor - Ratchet set for Vactor	\$ 52.79			\$ 52.79
MarBorg Industries - 25YD roll-off & recycle fees	\$ 132.37	\$ 529.49		\$ 661.86
Meyer, Larry D. - SBCSDA Chapter Meeting meal reimbursement	\$ 40.00			\$ 40.00
Mission Linen Supply - Monthly uniform service	\$ 745.23	\$ 131.51		\$ 876.74
MNS Engineers, Inc. - Embarcadero Del Norte Project			\$ 7,367.50	\$ 7,367.50

PFM Asset Management LLC - May investment advisory services	\$ 2,084.46			\$ 2,084.46
Reliance Standard Life Insurance Co. - July LTD insurance premiums	\$ 599.18	\$ 37.49		\$ 636.67
Sansum Clinic - DOT Exam/DMV; M. Nation	\$ 86.00			\$ 86.00
Santa Barbara Bank & Trust - Mtg exp.; office & maint supplies	\$ 643.47			\$ 643.47
SCAP - 2012-2013 Annual Membership Dues	\$ 538.00			\$ 538.00
SDRMA - July Dental/Life Insurance premiums	\$ 829.47	\$ 107.49		\$ 936.96
Silvia's Cleaning Service - Monthly cleaning service	\$ 280.00			\$ 280.00
Southern California Edison - Monthly service/Emily	\$ 407.86			\$ 407.86
Southwest Pipeline & Trenchless Corp - Point repairs			\$ 1,800.00	\$ 1,800.00
Specialty Tool & Bolt - Maint. Part for Roiline & CCTV	\$ 57.48			\$ 57.48
TelePacific Communications - Monthly internet service	\$ 185.00			\$ 185.00
The Gas Company - Monthly service/main facility	\$ 39.05			\$ 39.05
3T Equipment Company, Inc. - Computer for Pick-Ax CCTV Program			\$ 2,693.75	\$ 2,693.75
U.C. Regents - Mesa Rd. Project			\$ 701.24	\$ 701.24
Underground Service Alert - June "Dig Alerts"	\$ 54.00			\$ 54.00
Van Buren Consulting, LLC- Computer support services	\$ 577.50			\$ 577.50
Verizon California - Monthly service/main facility	\$ 183.25	\$ 11.70		\$ 194.95
Verizon California - Monthly service/SCADA	\$ 211.42			\$ 211.42
Wright Express FSC - Fuel for District vehicles	\$ 690.57	\$ 390.20		\$ 1,080.77
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 209,661.32	\$ 23,317.79	\$ 48,208.77	\$ 281,187.88

Payroll - Pay Period Ending: June 27, 2012 \$ 23,636.41

GRAND TOTAL - Fund 4900 **\$ 304,824.29**