

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
June 4, 2013**

CALL TO ORDER

President Turenchalk called the meeting to order at 6:30 P.M.

BOARD MEMBERS PRESENT

Eva Turenchalk
Craig Geyer
Dr. David C. Lewis
Larry D. Meyer
Dr. David Bearman

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Mr. Mark Nation, General Manager/Superintendent; Mr. Steve Amerikaner, General Counsel

OTHERS PRESENT

Jerry Smith, Goleta Sanitary District
Bruce Corwin, CDM Smith
Ed Galindo, CDM Smith

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

(13-06-31)

Upon a motion by Director Meyer, seconded by Director Lewis the Board unanimously approved the minutes of the Regular Board meeting of May 21, 2013 as written.

ACTION ITEMS

1) Review Revisions to the Pump Station #2 Project as Requested by the Board

Ed Galindo from CDM Smith presented the revisions to the Board. The Board was satisfied with the changes made. Director Bearman suggested that another window be added above the door on the southeast side of the building. Director Geyer and President Turenchalk agreed.

(13-06-32)

Upon a motion by Director Geyer, seconded by Director Bearman the Board unanimously accepted the changes made to the plans including the addition of another window above the door located on the southeast side of the building.

Following the action taken on this item the Board asked CDM Smith to provide a proposal for design work on Phase II of the Site Optimization Project including a Board workshop for Board consideration.

2) **Consider Proposal for Amendment to the Agreement for Mesa Road Trunk Sewer Project with CDM Smith**

Bruce Corwin from CDM Smith explained to the Board that several permits must be updated and/or resubmitted prior to construction of this project, which is now scheduled for summer 2014.

(13-06-33)

Upon a motion by Director Geyer, seconded by President Turenchalk the Board unanimously accepted the proposal to amend the existing agreement with CDM Smith for the Mesa Road Trunk Sewer Project at a cost not-to-exceed \$44,942.

3) **Consider approval of the FY 2013-2014 Budget Document**

Mr. Nation presented the final draft of the FY 2013-14 budget. He explained that the minor changes discussed at the last meeting were completed.

(13-06-34)

Upon a motion by Director Geyer, seconded by Director Lewis the Board unanimously adopted the FY 2013-2014 Budget Document as presented.

4) **Discussion of Board Secretary Position**

The Board discussed options for a Board Secretary. Director Meyer provided some history on the subject.

(13-06-35)

Upon a motion by Director Meyer, seconded by Director Bearman the Board unanimously approved to table this item until the next Board meeting.

COMMUNICATIONS

The communications were noted as received.

REPORTS

Operations Report:

The General Manager/Superintendent provided a report.

Personnel Committee Meeting:

Director Bearman provided a report on the June 3, 2013 Meeting.

Public Relations Committee Meeting:

Director Geyer provided a report on the May 28, 2013 Meeting.

Goleta Sanitary District Board Meeting:

Director Meyer provided a report on the June 3, 2013 Goleta Sanitary District Board Meeting.

IVR&PD Board Meeting:

Director Lewis provided a report on the May 23, 2013 Meeting.

Other Director Reports:

President Turenchalk provided a report on the recent State of the City of Goleta meeting.

FUTURE AGENDA ITEMS

None

ADJOURNMENT

There being no further business, President Turenchalk adjourned the meeting at 7:29 P.M.



Mark Nation, General Manager/Superintendent

APPROVED



Eva Turenchalk, President

GOLETA WEST SANITARY DISTRICT

Operating Report for May 15 - 28, 2013

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for June 4, 2013 Regular Board Meeting.

Completed April 2013 Financial Report.

Completed Capital Fund Charge Billing for UCSB owned properties.

Completed commercial property data entry for FY 2013-2014 tax roll.

Attended Finance, Management and Public Relations Committee meetings.

Staff worked with the Public Relations Committee, consultants and Counsel on the Notice of Hearing for proposed rate increases.

Staff prepared the final draft of the FY 2013-14 Budget Document.

II. Collection System Maintenance

The crew completed cleaning Off-tract Timbers area. Cleaning is currently being done at the Los Carneros Off-tract area. Sewer line cleaning work is summarized on a following page.

The crew completed exercising valves throughout the District and test ran the Roiline Emergency Pump.

The crew cleared easements in the Timbers and Off-tract Santa Felicia areas.

Oilfield Electric performed an Arc-flash hazard assessment. This is an OSHA required assessment to determine the levels of electrical hazards throughout District facilities.

Staff completed plan check for two restaurants proposed for the Paradise IV Building located at 909 Embarcadero Del Mar.

Staff signed off on County Demolition Permit Utility Clearance Sheet for two residential properties located on Del Playa and El Embarcadero in Isla Vista.

Staff received Safety Training on the following topics: Snakes, Fall Protection, and Pesticide & Herbicide Use and Safety. A hands-on safety exercise was conducted on Non-Entry Confined Space Rescue.

III. Industrial Waste

Staff is in the process of issuing a new Class 3 Industrial Wastewater Discharge Permit to AECOM for a groundwater remediation system they propose to operate at the Chevron Service Station located on the southeast corner of Hollister and Storke.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicles – none to report at this time

Hours – 54.8

Miles – 216.6

Loads – 16

5/03/13 = 07.88 tons

STREET SWEEPER MAINTENANCE

- Routine maintenance

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	April 2013	MGD 1.8517; 59.5%
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Sewer Operations Cleaning Summary from May 15, 2013 to May 28, 2013

Your environmental partner since 1954

Description	Quantity
Feet Cleaned	
Hydroclean	1,943 ft.
	<hr/>
	1,943 ft.
Lines Cleaned	
Hydroclean	8 lines
	<hr/>
	8 lines

**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
May 15 - 28, 2013**

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 05/01/13	\$ 193.78	\$ 21.53		\$ 215.31
Airflow Filter Service, Inc. - Pick-up drained used oil filters	\$ 85.00			\$ 85.00
Bartlett, Pringle & Wolf, LLP - Accounting services	\$ 739.80	\$ 82.20		\$ 822.00
CalPERS - June health insurance premiums	\$ 9,878.99	\$ 992.61		\$ 10,871.60
CalPERS - Pension; 05/16/13 - 05/29/13	\$ 2,707.54	\$ 188.77		\$ 2,896.31
CDM Smith - Pump Station #2 Upgrade Project			\$ 24,566.78	\$ 24,566.78
Coastal Copy - Quarterly copier charge	\$ 786.97			\$ 786.97
CWEA - Certificate renewals; M. Nation, K. Spencer	\$ 251.00			\$ 251.00
Geyer, Craig - SBCSDA Chapter Meeting reimbursements	\$ 80.68			\$ 80.68
Goleta Sanitary District - Plant Upgrade Progress Billing #25			\$ 173,208.87	\$ 173,208.87
Goleta Sanitary District - April treatment	\$ 97,831.47			\$ 97,831.47
Grainger - Float Switch	\$ 111.51			\$ 111.51
Grainger - Lamp for Diversion Structure	\$ 9.73			\$ 9.73
Impulse Advanced Communications - Monthly virtual host service	\$ 55.00			\$ 55.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 675.00			\$ 675.00
MarBorg Industries - 25YD roll-off & recycle fees	\$ 147.90	\$ 591.60		\$ 739.50
McCormix Corp - Fuel for Crosswind street sweeper		\$ 103.95		\$ 103.95
Meyer, Larry D. - SBCSDA travel/meal reimbursements	\$ 91.09			\$ 91.09
Oilfield Electric & Motor - 2nd year of Service Agreement/Arc-flash	\$ 7,332.00			\$ 7,332.00
PFM Asset Management LLC - April investment services	\$ 1,656.42			\$ 1,656.42
Reliance Standard Life Insurance Co. - June LTD insurance premiums	\$ 599.18	\$ 37.49		\$ 636.67
SDRMA - June Dental/Life insurance premiums	\$ 885.99	\$ 106.98		\$ 992.97
Southern California Edison - Month service/main facility	\$ 3,329.49			\$ 3,329.49
Terrain Consulting - 2013 Spring Newsletter & consulting		\$ 16,324.64		\$ 16,324.64
UC Regents - District share of Work-Study wage (5/12/13-5/17/13)	\$ 122.17			\$ 122.17
Verizon California - Monthly service/main facility	\$ 199.71	\$ 12.75		\$ 212.46
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 128,103.83	\$ 18,462.52	\$ 197,775.65	\$ 344,342.00

Payroll - Pay Period Ending: May 15, 2013

\$ 29,766.42

GRAND TOTAL - Fund 4900

\$ 374,108.42