

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
February 4, 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 72 hours in advance of the meeting.

CALL TO ORDER

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

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

Jerry D. Smith – Director, Goleta Sanitary District
Bruce Corwin – The Corwin Group, Inc.
Ed Galindo – CDM Smith, Inc.
Hans Papke – CDM Smith, Inc.
Patsy Stadelman Price - BHFS

APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda.

PUBLIC COMMENT

None

MINUTES

(14-02-14)

Upon a motion by Director Lewis, seconded by Director Geyer, the Board unanimously approved the minutes of the Regular Board Meeting of January 21, 2014 as written.

DISCUSSION-ACTION ITEMS

1) Consideration of Proposal from The Corwin Group, Inc. for Professional Services

(14-02-15)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved to table this item and send it to the Engineering Committee for review.

2) Status Update on PS#2 Upgrade Project and Consideration of Additional Services Request from CDM Smith, Inc. for the Project

Ed Galindo of CDM Smith, Inc. provided a presentation describing the design changes required by the City of Santa Barbara and the associated costs.

(14-02-16)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved to direct Counsel to approach the City of Santa Barbara to discuss relaxing the requirements that were reviewed during the presentation.

3) Presentation from CDM Smith, Inc. on the Proposed New Administration Building Project and Board Discussion of Said Project

Ed Galindo of CDM Smith, Inc. provided a presentation on a basic conceptual design that their team has created. The Board provided input on this concept and direction for future designs.

(14-02-17)

Upon a motion by Director Meyer, seconded by Director Lewis, the Board unanimously approved to direct CDM Smith, Inc. to return to the Engineering Committee and then the Board with a revised design prior to submitting said design to the City of Santa Barbara for the preliminary review process.

After item No. 3 President Bearman excused himself from the meeting and Vice-President Lewis then presided over the meeting.

4) Second Quarter Fiscal Year 2013-2014 Adopt-A-Block Report

(14-02-18)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board voted 4-0 (unanimously) to accept the second quarter FY 2013-14 Adopt-A-Block Report.

COMMUNICATIONS

The communications were noted as received.

REPORTS

Operations Report

The General Manager/Superintendent provided a report

Management Committee Meeting

No Report

Public Relations Committee Meeting

Director Turenchalk provided a report on the January 28, 2014 meeting.

Goleta Sanitary District Board Meetings

Director Meyer provided a report on the February 3, 2014 meeting.

IVR&PD Board Meeting

No Report.

City of Goleta Council Meeting

No Report.

SBCSDA Chapter Meeting

Director Meyer provided a report on the January 27, 2014 meeting.

Other Director Reports


None.

Future Agenda Items

Director Geyer requested that the District ask UCSB if they will provide a presentation on their new generator at a future Board meeting.

ADJOURNMENT

There being no further business, Vice-President Lewis adjourned the meeting at 7:54PM.



Mark Nation, Board Secretary

APPROVED



David Bearman M.D., President

GOLETA WEST SANITARY DISTRICT

Operating Report for January 15 – 28, 2014

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for February 4, 2014 Regular Board Meeting.

Completed the Second Quarter Financial Report (Oct. – Dec.) for FY 2013-2014.

Submitted June 30, 2013 OPEB Valuation Report along with required forms to the CalPERS CERBT Program.

Received training on uploading documents to the updated District website. Internal changes to the website have been made for security purposes.

Staff attended Management and PR Committee meetings.

Staff attended the SB County Independent Special Districts Selection Committee meeting and the local SBCSDA Chapter meeting.

Staff is working with Counsel regarding easement agreements and related documents.

As directed by the Board, staff drafted letters for the Board President's signature to Jeff Salt of Goleta Sanitary District thanking him for his service and to the Drug Enforcement Administration regarding new controlled substance disposal regulations.

Staff reviewed plans and system capacity for proposed mixed use development at 910 Embarcadero Del Norte. A sewer availability letter was issued for 26 ERU's.

Staff attended the annual CASA Winter Conference including the CSRMA pre-conference seminar. Topics discussed included: Risk Assessments, Job Description Updates, Millennials in the Workplace, Resource Recovery, CASA's Strategic Direction, Utility Leadership, Agency Success Stories Legislative Updates, and Economic Forecast etc.

II. Collection System Maintenance

Staff received safety training on Hazard Communication – Waste Management, Disposal and Pesticide/Herbicide Safety.

The crew began the CCTV work for 2014. This schedule this year 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.

Staff is currently inspecting the Westar/Hollister Village Project as main sewer construction has begun.

Staff completed a plan check for Westar Commercial/Retail portion of the development at 7000 Hollister Avenue.

Staff replaced the backing plate with cutting bars on Pump 1 in Pump Station 2 and put it back in service.

The crew is inputting data regarding manhole attributes obtained while performing manhole inspections throughout the District.

On January 19th the District experienced a SSO at the intersection of Evergreen and Brandon. An estimated total of 310 gallons spilled with all 310 gallons recovered during the clean-up. Emergency response procedures worked well as planned.

III. Industrial Waste

Staff received and reviewed the Fourth Quarter Report from OTIE, Inc. for the groundwater remediation system they operate at Raytheon B-2. The system has been shut down for over a year and they are now in the process of removing all equipment. Staff will issue an Industrial Wastewater Discharge Permit termination letter to OTIE, Inc.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours – 40

Miles – 256

Loads – 40

10.70 tons - 1/11/14; 9.31 tons - 1/3/14

STREET SWEEPER MAINTENANCE

- Inspect and service water spray nozzles

Table of Treatment Capacity in GSD Plant

| | | |
|--------------------------------|---------------|--------------------|
| Goleta West Average Daily Flow | November 2013 | MGD 1.6697; 53.69% |
|--------------------------------|---------------|--------------------|

**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
January 15 - 28, 2014**

| SERVICES & SUPPLIES | Wastewater O & M | Other Services | Capital Outlay | Total |
|---|---------------------|--------------------|--------------------|---------------------|
| Acorn Landscape - Monthly maintenance fees | \$ 333.41 | | | \$ 333.41 |
| ADP, Inc. - Payroll processing for period ending 01/08/14 | \$ 322.39 | \$ 35.82 | | \$ 358.21 |
| Barricade Pest Control - Monthly rodent service | \$ 100.00 | | | \$ 100.00 |
| Bartlett, Pringle & Wolf, LLP. - Accounting services | \$ 1,361.70 | \$ 151.30 | | \$ 1,513.00 |
| Bearman, M.D., Dave - CASA Conference reimbursements | \$ 912.53 | | | \$ 912.53 |
| Brownstein, Hyatt, Farber, Schreck - Legal services | \$ 3,061.50 | \$ 197.50 | \$ 1,413.50 | \$ 4,672.50 |
| CalPERS - February health insurance premiums | \$ 8,785.62 | \$ 638.22 | | \$ 9,423.84 |
| CalPERS - Pension contributions for 01/09/14 - 01/22/14 | \$ 3,326.03 | \$ 190.65 | | \$ 3,516.68 |
| Impulse Advanced Communications - Monthly virtual host service | \$ 55.00 | | | \$ 55.00 |
| Joy Equipment Protection, Inc. - Fire extinguisher service/training | \$ 279.00 | | | \$ 279.00 |
| Lincoln National Life Insurance Co. - Deferred Compensation | \$ 700.00 | | | \$ 700.00 |
| MarBorg Industries - 25YD roll-off & recycle fees | \$ 178.74 | \$ 714.95 | | \$ 893.69 |
| MarBorg Industries - 25YD roll-off & recycle fees | \$ 200.42 | \$ 801.69 | | \$ 1,002.11 |
| McCormix Corp. - Fuel for street sweeper | | \$ 164.85 | | \$ 164.85 |
| Meyer, Larry D. - SBCSDA Board Mtg reimbursements | \$ 53.09 | | | \$ 53.09 |
| MNS Engineers, Inc. - New Administration Bldg. Project | | | \$ 545.00 | \$ 545.00 |
| Office Depot - Office supplies | \$ 97.16 | | | \$ 97.16 |
| Red Wing Shoe Store - Safety boots; J. Hilliard | \$ 150.00 | | | \$ 150.00 |
| Reliance Standard Life Insurance Co. - Feb. LTD ins premiums | \$ 599.18 | \$ 37.49 | | \$ 636.67 |
| Rockwell Engineering & Equipment Co. - Backplate for chopper pump | \$ 2,004.62 | | | \$ 2,004.62 |
| Southern California Edison - Monthly service/man facility | \$ 3,299.80 | | | \$ 3,299.80 |
| Specialty Tool & Bolt - Maintenance parts for PS#1 | \$ 118.31 | | | \$ 118.31 |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| TOTAL SERVICES & SUPPLIES | \$ 25,938.50 | \$ 2,932.47 | \$ 1,958.50 | \$ 30,829.47 |

Payroll - Pay Period Ending: January 22, 2014

\$ 24,768.99

GRAND TOTAL - Fund 4900

\$ 55,598.46