

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
February 3, 2015**

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.

1. CALL TO ORDER

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

2. ROLL CALL: BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Mr. Mark Nation, General Manager/Superintendent
Mr. Steven A. Amerikaner, General Counsel

OTHERS PRESENT

Sharon Rose – Goleta Sanitary District
Bruce Corwin P.E. – The Corwin Group

3. APPROVE THE ORDER OF THE AGENDA

(15-02-10)

Upon a motion by Director Geyer, seconded by Director Bearman, the Board unanimously approved to remove Agenda item No. 10 from the agenda and revisit it at the next Regular Board Meeting.

4. PUBLIC COMMENT

None.

5. APPROVAL OF THE MINUTES

(15-02-11)

Upon a motion by Director Meyer, seconded by Director Bearman, the Board unanimously approved the minutes of the Regular Board Meeting of January 20, 2015 as amended.

DISCUSSION-ACTION ITEMS

6. **UPDATE ON MESA ROAD SEWER PROJECT**
Bruce Corwin P.E. provided a PowerPoint presentation to the Board. Mr. Corwin and Staff answered questions raised by the Board.

7. **CONSIDERATION OF ADDITIONAL SERVICES FROM PENFIELD & SMITH – NOW STANTEC – FOR CONSTRUCTION MANAGEMENT FOR THE MESA ROAD PROJECT**
(15-02-12)
Upon a motion by Director Meyer, seconded by Director Geyer, the Board unanimously approved the addition of Exhibit “C” to the existing Agreement for Services for the Mesa Road Trunk Sewer Project for additional services not-to-exceed \$243,676.00.

8. **DISCUSSION OF REQUEST FROM THE FOUNDATION FOR GIRSH PARK FOR REFUND OF PERMIT FEES**
The Management Committee provided a verbal report on their meeting held to discuss this item.
(15-02-13)
Upon a motion by Director Geyer, seconded by Director Bearman, the Board voted 4 – 1 (Director Turenchalk voting no) to deny the request from The Foundation for Girsh Park for a refund of permit fees.

9. **CONSIDERATION OF INCREASE OF CAPITAL FUND CHARGE FOR UCSB**
(15-02-14)
Upon a motion by Director Meyer, seconded by Director Geyer, the Board unanimously approved to increase the monthly Capital Fund Charge per ERU for UCSB properties from \$7.78 to \$8.21 as shown on the updated “Exhibit B” provided at the meeting and to direct staff to send a letter notifying UCSB of the Board’s action. The increase is to become effective July 1, 2015.

10. **CONSIDERATION OF CHANGES TO GENERAL MANAGER/SUPERINTENDENT PERFORMANCE EVALUATION PROCEDURE**
See item 3 of the agenda. The Board removed this item from the agenda

11. **COMMUNICATIONS**
Noted as received.

12. **REPORTS**

Operations Report
The General Manager provided a report.

Engineering Committee Meeting
Director Lewis provided a report on the January 22, 2015 meeting.

Management Committee Meeting
Director Geyer provided a report on the February 2, 2015 meeting.

Goleta Sanitary District Board Meeting

Director Meyer provided a report on the February 2, 2015 Board meeting.

IVR&PD Board Meeting

No report.

City of Goleta Council Meeting

No report.

Santa Barbara County Special District Chapter Meeting

Director Meyer provided a report on the January 26, 2015 meeting.

Other Director Reports

None.

13. **FUTURE AGENDA ITEMS**

None.

14. **ADJOURNMENT**

There being no further business, President Lewis adjourned the meeting at 6:58 PM.



Mark Nation, Board Secretary

APPROVED



Dr. David C. Lewis, President

GOLETA WEST SANITARY DISTRICT

Operating Report for January 14, 2015 – January 27, 2015

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for the February 3, 2015 Regular Board Meeting.

Updated District website with revised Board of Director's Disclosure Information to include voting representative for Santa Barbara County Special Districts Association.

Completed Ken Porter Auction Consignment Form to begin process to auction 1988 Ford Flatbed Truck with Crane declared as obsolete personal property at the January 20, 2015 Board meeting.

Reviewed filer information for annual form 700 for Santa Barbara County Elections Division. No changes were required.

Completed the CASA 2015 Salary/Benefits Survey.

Attended weekly construction project meetings for the Mesa Rd. Project and additional meetings as needed.

Attended Personnel Committee meeting.

General Manager attended the CSDA Special District Leadership Academy Conference and completed all four modules of the academy during the three day training. The modules are:

- Governance Foundations
- Setting Direction Community Leadership
- Board's Role in Finance and Fiscal Accountability
- Board's Role in Human Resources

The Bond was released to the developer for the Bluff's Development as the one year period following the dedication of facilities has passed.

Staff submitted the lengthy CSRMA Risk Control Survey as required.

Attended Management and Engineering Committee meetings.

The SB Air Pollution Control District came and performed the annual inspection of the records for the emergency generator and other permitted equipment owned by the District. The inspection went well. All records were in order.

Staff attended a utility meeting at the City of Goleta.

Attended the monthly SAMA meeting.

Staff completed the 2014 CalOSHA forms 300 and 300A and posted them as required.

II. Collection System Maintenance

Sewer maintenance operations are summarized on the attached sheet.

Staff continues to inspect the main sewer installation for the Westar/Hollister Mixed Use Development as needed.

Ken Porter Auctions picked up the old Flatbed truck to go to auction.

The crew disposed of old ACP pipe at Tajiguas per regulations for asbestos disposal.

The front tires were replaced on the tractor.

Staff completed the annual report for the diesel powered stationary emergency generator and submitted it to the Air Resources Board.

Staff met with inspectors from the SB County Air Pollution Control District for an inspection of the Emily diesel powered portable emergency generator.

Staff attended a Utility Coordination Meeting at the City of Goleta.

Staff received safety training on GWSD's HazCom Program; specifically on pesticide and herbicide safety.

The crew is currently cleaning and inspecting with CCTV in the area on Hollister west of Storke Road and Storke Road south of Hollister. This work is being done in the early morning hours.

III. Industrial Waste

Staff collected Non-Industrial Source Control (NISC) samples from three designated locations within the District.

Staff inspected the installation of a grease interceptor that will serve the snack bar at the ice rink, Ice in Paradise, located at 6985 Santa Felecia Drive.

Staff received and reviewed December discharge estimates provided by Raytheon for well water utilized in their industrial processes and discharged to GWSD's sewer system.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours – 33

Miles – 223

Loads – 12

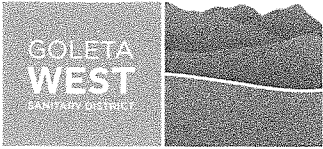
12/24/14 = 11.24 tons; 1/6/15 = 11.61 tons

STREET SWEEPER MAINTENANCE

- Mounted safety box on crosswind
- Eagle is at Brumit Diesel in Santa Maria for transmission diagnostic
- Routine maintenance

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	December 2014	MGD 1.5519; 49.90%
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Sewer Operations Cleaning Summary from January 14, 2015 to January 28, 2015

Your environmental partner since 1954

Description	Quantity
Feet Cleaned	
Hydroclean	3,288 ft.
	<hr/>
	3,288 ft.
Lines Cleaned	
Hydroclean	11 lines
	<hr/>
	11 lines
Other Work Orders	
CCTV Work Order	22 Work Orders
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	22 Work Orders

**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
January 14 - 27, 2015**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
Acorn Landscape - Monthly maintenance fees	\$ 333.41			\$ 333.41
ADP, LLC - Payroll processing for period ending 01/07/15	\$ 228.07	\$ 25.34		\$ 253.41
Alternative Digital Printing - Ordinance binder tabs; purchase orders	\$ 449.28			\$ 449.28
Anacapa Heating & Air, Inc. - Repair heating unit; Admin. Bldg.	\$ 560.93			\$ 560.93
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - Accounting services	\$ 218.70	\$ 24.30		\$ 243.00
CalPERS - Feb. health insurance premiums	\$ 9,186.82	\$ 657.32		\$ 9,844.14
CalPERS - Pension; 01/08/15 - 01/21/15	\$ 3,377.20	\$ 192.53		\$ 3,569.73
CITIG - Computer support services	\$ 1,716.21			\$ 1,716.21
Diamond A Equipment - New front tires for tractor	\$ 724.19			\$ 724.19
Duthie Power Services - Annual generator service & load test	\$ 3,480.21			\$ 3,480.21
Goleta Sanitary District - December treatment & Capital Projects	\$ 147,066.88		\$ 27,869.64	\$ 174,936.52
Haaker Equipment Co. - Brooms & maintenance parts for sweeper		\$ 2,862.38		\$ 2,862.38
Impulse Advanced Communications - Monthly virtual host service	\$ 55.00			\$ 55.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 575.00			\$ 575.00
MarBorg Industries - 25YD roll-off rental; 25YD roll-off & recycle fee	\$ 236.31	\$ 945.24		\$ 1,181.55
McCormix Corp. - Fuel for street sweeper		\$ 108.73		\$ 108.73
PFM Asset Management LLC - December investment services	\$ 935.20			\$ 935.20
Reliance Standard Life Insurance Co. - Feb. LTD insurance premiums	\$ 723.28	\$ 54.05		\$ 777.33
SDRMA - February Dental/Life Insurance premiums	\$ 760.61	\$ 92.61		\$ 853.22
Southern California Edison - Monthly service/main facility	\$ 3,817.54			\$ 3,817.54
Stantec - Mesa Rd. Project Construction Management			\$ 58,551.41	\$ 58,551.41
SYCSD - Trench & Excavation/Competent Person training; K. Spence	\$ 135.00			\$ 135.00
Syneco Systems - Manhole odor control media	\$ 774.96			\$ 774.96
The Gas Co. - Monthly service/main facility	\$ 144.06			\$ 144.06
Velocity Truck Center Ventura County - Filter control kit		\$ 46.19		\$ 46.19
Whetstone's Bookbindery - Bind 2014 Board minutes	\$ 89.45			\$ 89.45
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 175,688.31	\$ 5,008.69	\$ 86,421.05	\$ 267,118.05

Payroll - Pay Period Ending: January 21, 2015

\$ 53,630.38

GRAND TOTAL - Fund 4900

\$ 320,748.43