

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
October 6, 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. Dylan Johnson, General Counsel

OTHERS PRESENT

Sharon Rose, Goleta Sanitary District

3. APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda.

4. PUBLIC COMMENT

None

5. APPROVAL OF THE MINUTES

(15-10-47)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved the minutes of the Regular Board Meeting of September 15, 2015 as written.

6. PROPOSAL FROM RFC TO CALCULATE DISTRICT MISCELLANEOUS FEES

(15-10-48)

Upon a motion by Director Geyer, seconded by President Lewis, the Board unanimously approved to accept the proposal from Raftelis Financial Consultants to calculate the District's miscellaneous fees at an amount not to exceed \$23,494.00.

7. **RESOLUTION No. 15-754: FIXING THE EMPLOYER'S CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT (PEMHCA)**

(15-10-49)

Upon a motion by Director Turenchalk, seconded by Director Geyer, the Board unanimously approved to adopt Resolution No. 15-754: Fixing the employer's contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA) by the following vote:

AYES: Turenchalk, Geyer, Lewis, Bearman , Meyer

NOES: None

ABSTAINED: None

ABSENT: None

8. **ACTUARIAL STUDY OF RETIREE HEALTH LIABILITIES AS OF JUNE 30, 2015 PREPARED BY TOTAL COMPENSATION SYSTEMS, INC.**

(15-10-50)

Upon a motion by Director Geyer, seconded by Director Bearman, the Board unanimously approved to accept the Actuarial Study prepared by Total Compensation Systems, Inc. as presented.

9. **DISCUSSION REGARDING THE USE OF TABLETS FOR DISTRICT DIRECTORS**

Following a discussion the Board directed the Public Relations Committee to meet on this issue and bring back to the Board further information regarding the use of tablets for the Directors including options for training, insurance on tablets, draft policy for use, etc.

10. **COMMUNICATIONS**

The communications were noted as received.

11. **REPORTS**

Operations Report

The General Manager provided a report.

Finance Committee Meeting

President Lewis provided a report on the September 17, 2015 meeting.

Goleta Sanitary District Board Meetings

Director Meyer reported on the September 16 and October 5, 2015 meetings.

City of Goleta Council Meetings

No report

SBCSDA Chapter Meeting

Director Geyer reported on the September 28, 2015 meeting.

Other Director Reports

President Lewis announced that Director Meyer is unable to attend meetings as the District's Representative to the Santa Barbara Airport Commission, therefore; another appointment must be made. President Lewis then stated that he would like to be considered as the District's representative. President Lewis then recused himself from the meeting and left the room. Vice-President Geyer then assumed the Chair position of the meeting. Following a short discussion Vice-President Geyer then appointed President Lewis as the GWSD representative to the Santa Barbara Airport Commission and Director Bearman as the alternate to that position.

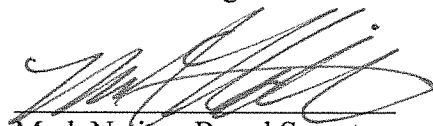
President Lewis was then brought back into the room and resumed the Chair position.

12. FUTURE AGENDA ITEMS

None

13. ADJOURNMENT

There being no further business, President Lewis adjourned the meeting at 7:12 PM.



Mark Nation, Board Secretary

APPROVED



Dr. David C. Lewis, President

GOLETA WEST SANITARY DISTRICT

Operating Report for September 8 – 29, 2015

I. Administration

Completed routine administrative duties.

Completed CSRMA Primary Insurance Program renewal application.

Completed the August 2015 Financial Report.

District auditor completed on site field work. Staff assisted as needed.

Staff attended Management, Personnel and Finance Committee meetings.

Change Order review and discussions with the contractor on the Mesa Road Project continue.

District staff displayed 2 vehicles at PEP's Touch-A-Truck event. This year the event was held at SBCC. GWSD banners were displayed at the Lemon Festival as in previous years.

Staff is working with the PR Consultant on a draft of the next District newsletter.

II. Collection System Maintenance

The crew responded to a back-up on Cortona Rd. It was discovered that a plumber had pushed a root log into the District's main sewer. The crew removed the root log then cleaned the line segment as a precaution. Staff notified the property owner and asked that they notify the District when having a plumber out to clean their private lateral.

The variable frequency drive (VFD) for pump #2 started to randomly shut down. Staff investigated and called in Phil Brittain and Jeff Cook from Venco Controls to diagnose the problem. The result is that the VFD will need to be replaced. It is on order and should be here within a few weeks. The VFD is 20 years old. The pump station has sufficient redundancy to operate normally with the VFD out of service.

Staff performed final inspections and completed permits for all but one building of the new UCSB housing units (Sierra Madre) on Storke Road.

Staff located the sewer lateral for a resident at 7431 San Blanco Road.

Staff attended the Tri-State Water/Wastewater Conference.

Inspection continues on the Hollister Village Project.

The crew continues to inspect the off-site sewer improvements for the Village at Los Carneros Project.

All staff participated in safety training on ladder safety and slips, trips and falls.

The field crew performed an emergency scenario exercise utilizing the trailer mounted emergency by-pass pump.

Staff received and reviewed plans for minor tenant improvements to a restaurant at the Bacara Resort & Spa. No permits or fees were required by GWSD.

Jay Kirsch of Macro Automatics began replacement of the SCADA server and minor upgrades to the entire system.

Staff completed a plan check and issued a permit for 1 ERU for Amazon Pick-up Store UCSB at 6533 Trigo Road. They will be a retail tenant at the IV Loop in a previously unoccupied suite.

Staff met with contractors at the Hilton Garden Inn on Hollister regarding the sewer tie-in on Cortona Drive.

III. Industrial Waste

Staff conducted Industrial Wastewater Discharge Permit compliance inspections at two Raytheon facilities and Lockheed Martin Santa Barbara Focalplane.

Staff collected Industrial Wastewater Discharge Permit compliance samples from Transphorm and Lockheed Martin Santa Barbara Focalplane.

Staff received and reviewed August estimates from Raytheon for well water utilized in their industrial processes and discharged to the sewer.

Staff corresponded with the SB County Environmental Health Department and several restaurants within the District regarding grease interceptor requirements and issues.

Staff inspected the installation of a grease interceptor at 971 Embarcadero del Mar where Ice Milk plans to open in the old Pita Pit location.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

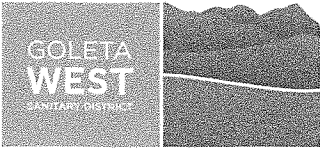
Hours - 48
Miles-389.1
Loads- 20

Sweeper Maintenance

- Updated sweeping map books
- Replaced air tank valve on Eagle
- Replaced water pump and alternator belt on Eagle
- Rethreaded stripped water pump mounting bracket holes

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	August 2015	MGD 1.2594; 40.49%
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Sewer Operations Cleaning Summary from September 9, 2015 to September 28, 2015

Your environmental partner since 1954

Description	Quantity
Other Work Orders	
Parcel Permit	10 Work Orders
Service Call	2 Work Orders
	<hr/> 12 Work Orders

**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
September 10 - 30, 2015**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
ADP, LLC - Payroll processing for period ending 09/02/15	\$ 238.49	\$ 26.50		\$ 264.99
A-OK Power Equipment SB - Parts for chain saws	\$ 301.85			\$ 301.85
AT&T Mobility - Monthly cell phone service	\$ 240.75			\$ 240.75
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - Accounting services	\$ 2,600.10	\$ 288.90		\$ 2,889.00
Bartlett, Pringle & Wolf, LLP - Progress payment; annual Audit	\$ 9,753.30	\$ 1,083.70		\$ 10,837.00
Blueisle Bookkeeping - July Bank reconciliations	\$ 79.00			\$ 79.00
CalPERS - October health insurance premiums	\$ 9,184.85	\$ 657.32		\$ 9,842.17
CalPERS - Pension; 09/03/15 - 09/16/15	\$ 3,468.91	\$ 194.47		\$ 3,663.38
CalPERS - Pension; 09/17/15 - 09/30/15	\$ 3,468.91	\$ 194.47		\$ 3,663.38
Cintas Corporation - First aid supplies	\$ 98.47			\$ 98.47
CITIG - Computer support services; install new workstation	\$ 87.50		\$ 1,715.02	\$ 1,802.52
CITIG - Computer support services	\$ 175.00		\$ 1,750.27	\$ 1,925.27
Dal Pozzo Tires - Repair tire on trash pump	\$ 20.00			\$ 20.00
Geyer, Craig - CALAFCO Conference travel reimbursement	\$ 1,171.18			\$ 1,171.18
Goleta Sanitary District - July Treatment	\$ 72,574.17			\$ 72,574.17
Goleta Sanitary District - August Treatment & Fixed Assets	\$ 147,334.53		\$ 16,506.22	\$ 163,840.75
Larry's Auto Parts - Water pump belt for sweeper		\$ 11.33		\$ 11.33
Larry's Auto Parts - Oil filters & grease gun	\$ 64.45			\$ 64.45
Lincoln National Life Insurance Company - Deferred Compensation	\$ 575.00			\$ 575.00
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MarBorg Industries - 25YD roll-off rental	\$ 24.86	\$ 99.45		\$ 124.31
NASSCO - Training; K. Spencer & B. McCarthy	\$ 1,900.00			\$ 1,900.00
PFM Asset Management LLC - Aug. Investment Advisory Services	\$ 925.48			\$ 925.48
Reliance Standard Life Insurance Co. - Oct. LTD insurance premiums	\$ 723.28	\$ 54.05		\$ 777.33
SBPrinter.com - Laminate street sweeping maps		\$ 137.51		\$ 137.51
SDRMA - October Dental/Life Insurance premiums	\$ 760.61	\$ 92.61		\$ 853.22
Southern California Edison Co. - Monthly service/main facility	\$ 4,525.56			\$ 4,525.56
Stantec - Mesa Road Project; Construction Management			\$ 3,086.25	\$ 3,086.25
The Gas Company - Monthly service/main facility	\$ 101.36			\$ 101.36
Turenchalk, Eva - SBCSDA Chapter Meeting meal reimbursement	\$ 40.00			\$ 40.00
Verizon California - Monthly service/Emily	\$ 115.25			\$ 115.25
Winema Industrial & Safety Supply - Replacement LEL Sensor	\$ 313.20			\$ 313.20
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 261,541.06	\$ 2,840.31	\$ 23,057.76	\$ 287,439.13

Payroll - Pay Period Ending: September 16, 2015

\$ 25,229.63

GRAND TOTAL - Fund 4900

\$ 312,668.76