

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

Jerry Smith, Goleta Sanitary District

**3. APPROVE THE ORDER OF THE AGENDA**

It was determined by the Board that information regarding agenda item 11 came to the attention of staff subsequent to the posting of the agenda for this meeting. It has been determined that there is a need for immediate action.

(15-11-57)

Therefore, upon a motion by Director Meyer, seconded by Director Geyer, the Board voted unanimously to add to the agenda as an ex-agenda action, under item 11, the following: "Consider Adoption of Resolution No. 15-755 A Resolution of the Board of Directors of the Goleta West Sanitary District Authorizing Certain District Employees to Execute and Deliver to Montecito Bank & Trust Certain Business Banker Agreements."

(15-11-58)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board voted unanimously to move agenda item 10 before agenda item 6.

(15-11-59)

Upon a motion by Director Bearman, seconded by Director Geyer, the Board voted unanimously to move agenda item 11 after item 10 and before agenda item 6.

4. PUBLIC COMMENT

None

5. APPROVAL OF THE MINUTES

(15-11-60)

Upon a motion by Director Meyer, seconded by Director Geyer, the Board unanimously approved the minutes of the Regular Board Meeting of November 3, 2015 as written.

10. DISCUSSION OF DISTRICT TRANSPARENCY CERTIFICATE OF EXCELLENCE APPLICATION RENEWAL

(15-11-61)

Upon a motion by Director Meyer, seconded by Director Geyer, the Board unanimously approved to direct staff to submit the application for renewal of the Special District Transparency Certificate of Excellence following receipt of Director Bearman's Ethics training documentation.

11. REPORT ON COUNTERFEIT CHECK ON DISTRICT ACCOUNT AT MONTECITO BANK & TRUST

As noted above the following ex-agenda item was added: **Consider Adoption of Resolution No. 15-755: A Resolution of the Board of Directors of the Goleta West Sanitary District Authorizing Certain District Employees to Execute and Deliver to Montecito Bank & Trust Certain Business Banker Agreements**

District Staff provided a report to the Board explaining the circumstances of this issue. The Board directed staff to keep the Finance Committee updated on the issue.

(15-11-62)

Upon a motion by Director Geyer, seconded by Director Bearman, the Board adopted Resolution No. 15-755: A Resolution of the Board of Directors of the Goleta West Sanitary District Authorizing Certain District Employees to Execute and Deliver to Montecito Bank & Trust Certain Business Banker Agreements by the following roll call vote:

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

6. CONSIDERATION OF CHANGE ORDER NO. 11 FOR THE MESA ROAD PROJECT

(15-11-63)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved Change Order No. 11 for the Mesa Road Project in the amount of \$180,017.27.

7. **CONSIDERATION OF PROPOSALS TO RE-ROOF DISTRICT ADMINISTRATION BUILDING**

(15-11-64)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved to accept the proposal from Derrick's Roofing at a cost not-to-exceed \$27,228.00.

8. **LETTER TO LOIS CAPPS REGARDING CITIZEN LAWSUIT LEGISLATION**

(15-11-65)

Upon a motion by Director Geyer, seconded by Director Bearman, the Board unanimously approved sending the proposed letter to Lois Capps as written.

9. **CONSIDER AUTHORIZATION FOR DIRECTORS GEYER AND TURENCHALK TO ATTEND THE ANNUAL UCLA LAW AND LAND USE CONFERENCE**

(15-11-66)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved to authorize any Director to attend the Annual UCLA Law and Land Use Conference.

12. **COMMUNICATIONS**

The communications were noted as received.

13. **REPORTS**

**Operations Report**

The General Manager provided a report.

**Engineering Committee Meeting**

President Lewis provided a report on the November 10, 2015 meeting.

**Goleta Sanitary District Board Meetings**

Director Meyer reported on the November 16, 2015 Board Meeting.

**Goleta Water District Board Meeting**

Director Turenchalk provided a report on the November 10, 2015 Board Meeting.

**IVR&PD Board Meeting**

Director Lewis provided a report on the November 12, 2015 Board Meeting.

**City of Goleta Council Meetings**

No report.

**SBCSDA Board Meeting**

Director Geyer reported on the November 4, 2015 Board Meeting.

**Other Director Reports**

Director Geyer provided a report on the November 16, 2015 Management Committee Meeting.

**14. FUTURE AGENDA ITEMS**

None.

**15. ADJOURNMENT**

There being no further business, President Lewis adjourned the meeting at 7:16 PM.



Mark Nation, Board Secretary

**APPROVED**

  
Dr. David C. Lewis, President

# GOLETA WEST SANITARY DISTRICT

## Operating Report for October 28 – September 10, 2015

### I. Administration

Completed routine administrative duties.

Worked on final document retrieval for the SDLF District Transparency Certificate of Excellence renewal.

Began initial work on October 2015 Financial Report.

Staff attended Engineering and Finance Committee meetings.

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

Staff attended the all committee SCAP meeting held at El Estero treatment plant in Santa Barbara.

### II. Collection System Maintenance

Staff completed the No-Spill Certification on the State CIWQS program for the month of October 2015. This puts the District at over 18-months without an SSO.

The crew completed cleaning hotspots, root cutting and the BEI Off-tract areas this period. Sewer cleaning operations are summarized on the attached sheet.

The crew with the assistance of BEC Electric completed the install of the light bar for the new pick-up truck. All that remains for this vehicle to be complete for District use is the install of the two-way radio.

Duthie Power Services was at the District to perform annual maintenance and load test of all GWSD emergency generators.

District employees received regular training on the District's Emergency Spill Response Procedure. This included verification of emergency contact numbers for employees and other agencies and contacts.

Inspection continues on the Hollister Village Project.

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

Staff replaced the batteries on the Onan Emily emergency generator and the Roiline emergency wastewater pump.

Staff received safety training on the following topics: Hazcom First Responder Awareness Level, and Medical Records Advisements. Staff also completed a Health & Safety Attitude Survey.

All-staff meetings were held to discuss the findings of the 3<sup>rd</sup> quarter safety inspection.

### III. Industrial Waste

Staff continues with the annual Industrial Wastewater Discharge Permit renewal process with all permitted industries within the District.

Staff conducted an Industrial Wastewater Discharge Permit facility close-out/permit termination inspection at BEI Sensors. BEI has moved most of its production to Mexico and consolidated its remaining US facilities to a new location in Newbury Park, CA.

Staff conducted Industrial Wastewater Discharge Permit compliance inspection at the following industries: Lockheed Martin Santa Barbara Focalplane, Calient Technology, and Costco Photo Department.

Staff collected Industrial Wastewater Discharge Permit compliance samples from the following industries: Calient Technology, Costco Photo Department, Cree Santa Barbara Technology Center, and two FLIR facilities.

Staff has been corresponding with owners of Santa Ynez Burrito regarding installation of a Grease Interceptor at their new Isla Vista restaurant.

### IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours – 30.3

Miles - 238.6

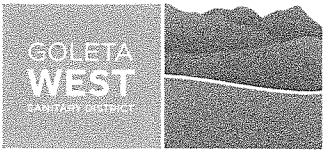
Loads - 14

10-25-15 = 11.69 tons

- Serviced air filters on Crosswind
- Replaced fuel filters on main and auxiliary engines on Crosswind

#### Table of Treatment Capacity in GSD Plant

|                                |                |                    |
|--------------------------------|----------------|--------------------|
| Goleta West Average Daily Flow | September 2015 | MGD 1.2997; 41.79% |
|--------------------------------|----------------|--------------------|



## Sewer Operations Cleaning Summary from October 27, 2015 to November 10, 2015

Your environmental partner since 1954

| Description                  | Quantity             |
|------------------------------|----------------------|
| <b>Feet Cleaned</b>          |                      |
| Hot Spot                     | 2,972 ft.            |
| Hydroclean                   | 993 ft.              |
| Root Cutting                 | 509 ft.              |
|                              | <hr/>                |
|                              | <b>4,474 ft.</b>     |
| <br><b>Lines Cleaned</b>     |                      |
| Hot Spot                     | 11 lines             |
| Hydroclean                   | 3 lines              |
| Root Cutting                 | 2 lines              |
|                              | <hr/>                |
|                              | <b>16 lines</b>      |
| <br><b>Other Work Orders</b> |                      |
| Parcel Permit                | 2 Work Orders        |
| Service Call                 | 1 Work Order         |
|                              | <hr/>                |
|                              | <b>3 Work Orders</b> |

**GOLETA WEST SANITARY DISTRICT  
ALLOWANCE OF CLAIMS  
October 28 - November 10, 2015**

| SERVICES & SUPPLIES  | Wastewater<br>O & M  | Other<br>Services  | Capital<br>Outlay    | Total                |
|--|----------------------|--------------------|----------------------|----------------------|
| Acorn Landscape Management Co. - Oct. landscape maintenance            | \$ 333.41            |                    |                      | \$ 333.41            |
| ADP, LLC - Payroll processing charges for period ending 10/14/15       | \$ 349.87            | \$ 38.87           |                      | \$ 388.74            |
| ADP, LLC - Quarterly docs; period ending 09/30/15                      | \$ 17.82             | \$ 1.98            |                      | \$ 19.80             |
| Alliant Insurance Services, Inc. - Public Official Bond; Bearman, Lewi | \$ 700.00            |                    |                      | \$ 700.00            |
| AT&T - Monthly long distance service                                   | \$ 197.18            | \$ 12.59           |                      | \$ 209.77            |
| Bartlett Pringle & Wolf, LLP - Audit and GASB 68 implementation        | \$ 3,594.60          | \$ 399.40          |                      | \$ 3,994.00          |
| Bio-Acoustical Corporation - Hearing tests                             | \$ 154.84            | \$ 38.71           |                      | \$ 193.55            |
| Blueisle - September bank reconciliations                              | \$ 79.00             |                    |                      | \$ 79.00             |
| Brownstein Hyatt Farber Schreck - Legal services                       | \$ 3,899.00          | \$ 2,610.24        | \$ 2,352.00          | \$ 8,861.24          |
| CalPERS - Pension contributions; 10/15/15 - 10/28/15                   | \$ 3,468.91          | \$ 194.47          |                      | \$ 3,663.38          |
| CASA - 2016 Membership Dues Renewal                                    | \$ 8,320.00          |                    |                      | \$ 8,320.00          |
| Coastal Copy, LP - Quarterly copier service                            | \$ 273.91            |                    |                      | \$ 273.91            |
| Dal Pozzo Tires - Repair flat on Unit #2                               | \$ 25.00             |                    |                      | \$ 25.00             |
| DMV Renewal - License renewals for Sullair & Cummings generators       | \$ 50.00             |                    |                      | \$ 50.00             |
| Home Depot Credit Services - Maintenance supplies                      | \$ 349.78            |                    |                      | \$ 349.78            |
| Lincoln National Life Insurance Co. - Deferred Compensation            | \$ 575.00            |                    |                      | \$ 575.00            |
| First Bankcard - Meeting & Conference expenses; UPC; fan; batteries    | \$ 927.22            |                    |                      | \$ 927.22            |
| Geyer, Craig - SBCSDA Chapter Meeting meal reimbursement               | \$ 40.00             |                    |                      | \$ 40.00             |
| Geyer, Craig - SBCSDA Board Mtg. meal & travel reimbursements          | \$ 53.45             |                    |                      | \$ 53.45             |
| Goleta Sanitary District - September treatment & Capital Projects      | \$ 165,060.12        |                    | \$ 5,116.17          | \$ 170,176.29        |
| Meyer, Larry D. - SBCSDA travel & meal reimbursements                  | \$ 136.53            |                    |                      | \$ 136.53            |
| Mission Linen Supply - October uniform service                         | \$ 899.47            | \$ 158.73          |                      | \$ 1,058.20          |
| Mladen Buntich - Mesa Rd. Project Progress Payment No. 12              |                      |                    | \$ 238,299.37        | \$ 238,299.37        |
| Mladen Buntich - Mesa Rd. Retention Payment No. 12                     |                      |                    | \$ 12,542.08         | \$ 12,542.08         |
| Nation, Mark - SBCSDA Chapter Meeting meal reimbursement               | \$ 40.00             |                    |                      | \$ 40.00             |
| PFM Asset Management LLC - Sept. investment advisory services          | \$ 894.26            |                    |                      | \$ 894.26            |
| Proforma - Bound copies of Emergency Sanitary Sewer Overflow Plan      | \$ 285.77            |                    |                      | \$ 285.77            |
| Proforma - Copies of updated Atlas Books                               | \$ 194.40            |                    |                      | \$ 194.40            |
| Ready Refresh - Monthly cooler rental & drinking water                 | \$ 97.41             |                    |                      | \$ 97.41             |
| SDRMA - November Dental/Life Insurance premiums                        | \$ 760.61            | \$ 92.61           |                      | \$ 853.22            |
| Silvia's Cleaning Company, Inc. - October cleaning service             | \$ 310.00            |                    |                      | \$ 310.00            |
| Southern California Edison - Monthly service/Emily                     | \$ 244.69            |                    |                      | \$ 244.69            |
| Stantec - Mesa Road Project  |                      |                    | \$ 3,861.00          | \$ 3,861.00          |
| The Gas Company - Monthly service; 09/28/15 - 10/26/15                 | \$ 114.10            |                    |                      | \$ 114.10            |
| Underground Service Alert - October "Dig Alerts"                       | \$ 52.50             |                    |                      | \$ 52.50             |
| US Bank - Quarterly investment services (July - Sept.)                 | \$ 840.33            |                    |                      | \$ 840.33            |
| Venco Controls, Inc. - Allen Bradley 75 hp VFD for PS#1                |                      |                    | \$ 12,006.00         | \$ 12,006.00         |
| Verizon California - Monthly service/main facility                     | \$ 223.50            | \$ 14.27           |                      | \$ 237.77            |
| WEX Bank - Fuel for District vehicles                                  | \$ 811.54            | \$ 185.45          |                      | \$ 996.99            |
| <b>TOTAL SERVICES &amp; SUPPLIES</b>                                   | <b>\$ 194,374.22</b> | <b>\$ 3,747.32</b> | <b>\$ 274,176.62</b> | <b>\$ 472,298.16</b> |
| Payroll - Pay Period Ending: October 28, 2015                          |                      |                    |                      | \$ 24,829.55         |
| <b>GRAND TOTAL - Fund 4900</b>   |                      |                    |                      | <b>\$ 497,127.71</b> |