

**MINUTES OF THE SPECIAL MEETING  
OF THE GOLETA WEST SANITARY DISTRICT  
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA  
January 26, 2016**

**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 Geyer called the meeting to order at 6:30 P.M.

**2. ROLL CALL: BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

David Bearman, M.D.

**STAFF PRESENT**

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

**OTHERS PRESENT**

Patsy Stadleman Price, BHFS  
Bret McNulty, RECON Environmental, Inc.  
Katrina Phung, RECON Environmental, Inc.  
John Fox, Goleta Sanitary District

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

No change was made to the order of the agenda.

**4. PUBLIC COMMENT**

None.

**5. APPROVAL OF THE MINUTES**

(16-01-10)

Upon a motion by Director Lewis, seconded by Director Meyer, the Board unanimously approved the minutes of the Regular Board Meeting of January 5, 2016 as written.

**6. CONSIDERATION OF PROPOSALS FROM ENVIRONMENTAL CONSULTANTS**

(16-01-11)

Upon a motion by Director Turenchalk, seconded by Director Lewis, the Board unanimously accepted the proposal from RECON Environmental, Inc. to prepare the environmental documentation for the Administration Building Project at a cost not-to-exceed \$14,534.00 as described in its proposal dated January 8, 2016 and directed the

General Manager/Superintendent to execute the professional services agreement with RECON Environmental, Inc.

7. **COMMUNICATIONS**

Noted as received.

8. **REPORTS**

**Operations Report**

The General Manager provided a report.

**Goleta Sanitary District Board Meetings**

Director Meyer provided a report on the January 4 and 18, 2016 Board meetings.

**Goleta Water District Board Meeting**

Director Turenchalk provided a report on the January 12, 2016 Board meeting.

**IVR&PD Board Meeting**

Director Lewis provided a report on the January 14, 2016 Board meeting.

**City of Goleta Council Meeting**

No report.

**Santa Barbara Airport Commission Meeting**

Director Lewis provided a report on the January 20, 2016 meeting.

**SBCSDA Board Meeting**

President Geyer reported on the January 6, 2016 Board meeting.

**SBCSDA Chapter Meeting**

President Geyer reported on the January 25, 2016 Chapter meeting.

**Other Director Reports**

President Geyer reported on the UCLA Law and Land Use Conference he recently attended.

9. **FUTURE AGENDA ITEMS**

None.

10. **CLOSED SESSION: Conference with Labor Negotiator**

(District Representative: General Counsel; Unrepresented Employee: General Manager/Superintendent)

The Board went into closed session at 6:43 P.M.

The Board returned to open session at 6:59 P.M.

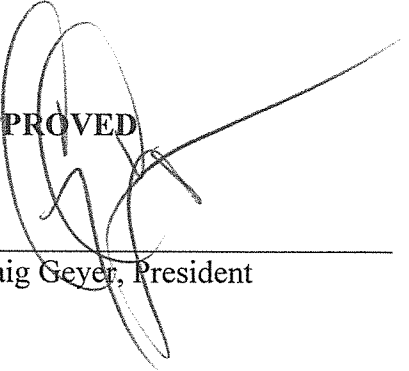
No reportable action was taken.

11. ADJOURNMENT

There being no further business, President Geyer adjourned the meeting at 7:00 PM.

  
\_\_\_\_\_  
Mark Nation, Board Secretary

APPROVED

  
\_\_\_\_\_  
Craig Geyer, President

# GOLETA WEST SANITARY DISTRICT

## Operating Report for December 30, 2015 – January 19, 2016

### I. Administration

Completed routine administrative duties.

Completed the Second Quarter Financial Report (October - December 2015).

Completed State of California Secretary of State Statement of Facts form for 2016.

Began processing of new hire, Lawrence Hart (Utility Worker I). Lawrence was hired on January 20, 2016 following completion of his pre-employment physical and subsequent clearance to work.

Sent 2015 Board Minutes to Whetstone's Book Bindery for binding.

Updated Other Official Standing Appointments page on the District website.

Staff attended Management Committee meeting.

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

District staff continues to work with Raftelis Financial Consultants with regards to the Miscellaneous Fees Review Project.

Staff continues to work as needed with consultants on the new buildings projects.

Staff completed the no-spill certification for December 2015 on the State CIWQS website.

Staff continues to work with the developer for Haskell's Landing to complete the required dedication and easement documents. The project is now complete and the documents will soon come to the Management Committee followed by the Board.

Staff participated in a GoToMeeting with David Patzer of CSRMA to discuss the findings of the 2014 CSRMA Risk Control Survey.

### II. Collection System Maintenance

Ken Spencer completed the requirements with the City of SB Airport to renew his AOA badge.

The crew completed cleaning hotspots and root cutting throughout the District.

The crew completed hydro-cleaning the Industry East, Industry West and Industry West Central areas. This included night work in the Hollister/Los Carneros intersection area. Sewer operations are summarized on the attached sheet.

The crew is currently hydro-cleaning in the Cannon Green area.

Staff completed a TSA Audit Report and delivered it to the Airport Security Office.

Joy Fire Equipment performed annual maintenance service on all of the District's fire extinguishers. Staff received fire extinguisher safety training and participated in a hands-on fire suppression drill.

Staff participated in a safety training webinar hosted by CSRMA on Standard Operating Procedure and LOTO.

Inspection continues on the Hollister Village Project including the completion of several permits for the commercial and residential buildings.

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

### III. Industrial Waste

Staff completed end of year Pretreatment file review and purge.

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

### IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours – 34.9

Miles -260.9

Loads - 15

12/4/15 = 11.04 tons, 12/16/15 = 06.72 tons, 12/18/15 = 11.49 tons

#### SWEEPER MAINTENANCE

- Replaced pick up head curtains on Crosswind
- Adjusted power belt tension on Crosswind

#### **Table of Treatment Capacity in GSD Plant**

Goleta West Average Daily Flow	November 2015	MGD 1.3533; 43.51%
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## Sewer Operations Cleaning Summary from December 29, 2015 to January 20, 2016

Your environmental partner since 1954

<b>Description</b>	<b>Quantity</b>
<b>Feet Cleaned</b>	
Hydroclean	26,816 ft.
Root Cutting	2,009 ft.
Hot Spot	1,143 ft.
	<hr/>
	<b>29,968 ft.</b>
<b>Lines Cleaned</b>	
Hydroclean	103 lines
Root Cutting	6 lines
Hot Spot	4 lines
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	<b>113 lines</b>
<b>Other Work Orders</b>	
CCTV Work Order	1 Work Order
Parcel Permit	1 Work Order
Service Call	1 Work Order
	<hr/>
	<b>3 Work Order</b>

**GOLETA WEST SANITARY DISTRICT  
ALLOWANCE OF CLAIMS  
December 30, 2015 - January 20, 2016**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
Acorn Landscape Management Co. - Dec. landscape maintenance	\$ 333.41			\$ 333.41
ADP, LLC - Payroll processing for period ending 12/09/15	\$ 238.49	\$ 26.50		\$ 264.99
ADP, LLC - Payroll processing for period ending 12/23/15	\$ 222.07	\$ 24.67		\$ 246.74
ADT Security Services - Quarterly alarm service	\$ 249.96			\$ 249.96
AT&T - Monthly long distance service	\$ 130.02	\$ 8.30		\$ 138.32
AT&T Mobility - Monthly cell phone service	\$ 241.61			\$ 241.61
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Blueisle Bookkeeping - November bank reconciliations	\$ 118.50			\$ 118.50
Brownstein Hyatt Farber Schreck - Legal services	\$ 7,283.50	\$ 142.50	\$ 1,518.00	\$ 8,944.00
CalPERS - Pension; 12/24/2015 - 01/06/2016	\$ 3,469.22	\$ 194.49		\$ 3,663.71
CalPERS - February health insurance premiums	\$ 9,628.12	\$ 761.50		\$ 10,389.62
CITIG - Computer support services	\$ 760.01			\$ 760.01
CITIG - Computer support services	\$ 1,234.02			\$ 1,234.02
CSRMA - PIP Insurance Renewal (12/31/2015 - 12/31/2016)	\$ 40,106.48	\$ 4,456.28		\$ 44,562.76
DATCO Services - Quarterly service (Jan. - Mar.)	\$ 146.25			\$ 146.25
FGL Environmental - NISC sampling; Stations 1, 3 & 5	\$ 1,359.00			\$ 1,359.00
First Bankcard - Mtg. exp.; WEF membership; chair; postage	\$ 688.51			\$ 688.51
Geyer, Craig - SBCSDA Board Meeting reimbursements	\$ 53.14			\$ 53.14
Goleta Water District - 11/23/15 - 12/23/15 - Emily	\$ 73.16			\$ 73.16
Grainger - Filters for P1&2 drive cabinets in PS#1	\$ 51.71			\$ 51.71
Haaker Equipment Company - Maintenance parts for sweepers		\$ 645.68		\$ 645.68
Home Depot Credit Services - Stakes & PS maintenance parts	\$ 97.91			\$ 97.91
Joy Equipment Protection, Inc. - Fire extinguisher training/service	\$ 287.50			\$ 287.50
Larry's Auto Parts - Vehicle maintenance parts	\$ 126.59			\$ 126.59
Larry's Auto Parts - Maintenance parts for Vactor	\$ 50.34			\$ 50.34
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 575.00			\$ 575.00
MarBorg Industries - 25YD roll-off & recycle fees	\$ 205.09	\$ 820.34		\$ 1,025.43
MarBorg Industries - 25YD roll-off rental	\$ 24.86	\$ 99.45		\$ 124.31
MarBorg Industries - 25YD roll-off & recycle fees	\$ 136.83	\$ 547.32		\$ 684.15
MarBorg Industries - 25YD roll-off & recycle fees	\$ 212.20	\$ 848.78		\$ 1,060.98
McCormix Corp. - Fuel for street sweeper		\$ 138.82		\$ 138.82
Mission Linen Supply - December uniform service	\$ 591.06	\$ 104.30		\$ 695.36
Ready Refresh - Monthly water and cooler rental	\$ 83.01			\$ 83.01
SDRMA - January Dental/Life insurance premiums	\$ 726.23	\$ 89.04		\$ 815.27
Silvia's Cleaning Company, Inc. - Dec. cleaning service	\$ 387.50			\$ 387.50
Southern California Edison - Monthly service/Emily	\$ 227.11			\$ 227.11
Specialty Tool & Bolt - PS maintenance supplies	\$ 71.67			\$ 71.67
Specialty Tool & Bolt - PS maintenance supplies	\$ (1.02)			\$ (1.02)
TelePacific Communications - Monthly internet & service call	\$ 445.87			\$ 445.87
Terrain Consulting - Website; obtain & migrate site to new host		\$ 1,000.00		\$ 1,000.00
The Corwin Group - Phelps Road Project			\$ 11,696.38	\$ 11,696.38
Underground Service Alert - December "Dig Alerts"	\$ 75.00			\$ 75.00
Velocity Truck Center - ATF oil & filters for sweepers		\$ 345.10		\$ 345.10
Verizon California - Monthly service/main facility	\$ 221.79	\$ 14.16		\$ 235.95

Allowance of Claims

December 30, 2015 - January 20, 2016

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Verizon California - Monthly service/Emily	\$ 122.40			\$ 122.40
Verizon California - Monthly service/SCADA	\$ 257.82			\$ 257.82
WEX Bank - Fuel for District vehicles	\$ 341.34	\$ 229.59		\$ 570.93
				\$ -
<b>TOTAL SERVICES &amp; SUPPLIES</b>	\$ 71,753.28	\$ 10,496.82	\$ 13,214.38	\$ 95,464.48

Payroll - Pay Periods Ending: December 23, 2015 & January 6, 2016 \$ 56,969.84

**GRAND TOTAL - Fund 4900** **\$ 152,434.32**