

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
July 5, 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 5:30 PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

Craig Geyer
Eva Turenchalk
Dr. David C. Lewis
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

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

John Fox announced that the Goleta Sanitary District Board meeting scheduled for June 30, 2016 was canceled and rescheduled for July 7, 2016. Mr. Fox also mentioned that a meeting to discuss grey water is being held on July 6, 2016 at the Goleta library.

5. APPROVAL OF THE MINUTES

(16-07-52)

Upon a motion by Director Lewis, seconded by Director Turenchalk, the Board unanimously approved the minutes of the Regular Board Meeting of June 7, 2016 as written.

6. CONSIDERATION OF ADOPTION OF DISTRICT RESOLUTION NO. 16-758: A RESOLUTION OF THE GOLETA WEST SANITARY DISTRICT ADOPTING THE SEWER SERVICE CHARGE REPORT, DETERMINING EACH CHARGE DESCRIBED IN THE SAID REPORT AND DIRECTING THE DELIVERY THEREOF TO THE COUNTY AUDITOR OF THE COUNTY OF SANTA BARBARA

a. Public Hearing

President Geyer opened the Public Hearing at 5:32 PM

Hearing no public comment President Geyer closed the Public Hearing at 5:33PM.

b. Consider adoption of Resolution No. 16-758

(16-07-53)

Upon a motion by Director Meyer, seconded by Director Bearman, the Board adopted Resolution No. 16-758: A Resolution of the GWSD adopting the Sewer Service Charge Report, determining each charge described in the said Report and directing the delivery thereof to the County Auditor of the County of Santa Barbara by the following roll call vote:

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

7. UCSB PRESENTATION ON FUEL CELL

This agenda item was tabled to the August 2, 2016 regular Board meeting.

8. CSDA 2016 BOARD ELECTIONS FOR SEAT B

(16-07-54)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board voted for Jeff Hodge for Seat B on the CSDA Board of Directors by a 4-1 vote with Director Bearman opposed.

9. RESOLUTION NO. 16-759: AMENDING APPENDIX "A" & APPENDIX "B" OF THE PERSONNEL POLICY/EMPLOYEE HANDBOOK

(16-07-55)

Upon a motion by Director Meyer, seconded by Director Bearman, the Board adopted Resolution No. 16-759: A Resolution amending Appendix "A" & Appendix "B" of the Personnel Policy/Employee Handbook by the following roll call vote:

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

10. COMMUNICATIONS

The Communications were noted as received

11. REPORTS

Operations Report

The General Manager provided a report.

Engineering Committee Meeting

Director Lewis provided a report on the June 28, 2016 meeting.

Management Committee Meeting

President Geyer provided a report on the June 17 and July 1, 2016 meetings.

Goleta Sanitary District

Director Meyer provided a report on the June 6, 2016 Board meeting.

Santa Barbara Airport Commission

No meeting was held.

Goleta Water District

Director Turenchalk provided a report on the June 14, 2016 Board meeting.

Isla Vista Recreation & Park District

Director Lewis provided reports on the June 9, 23 & 30, 2016 Board meetings.

City of Goleta

President Geyer provided a report on the June 21, 2016 City Council meeting.

SBCSDA Chapter Meeting

Director Meyer provided a report on the June 27, 2016 meeting.

Other Director Reports

None

12. FUTURE AGENDA ITEMS

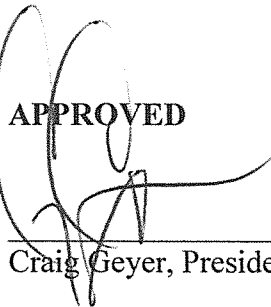
None.

13. ADJOURNMENT

There being no further business, President Geyer adjourned the meeting at 6:07PM.



Mark Nation, Board Secretary



APPROVED

Craig Geyer, President

GOLETA WEST SANITARY DISTRICT

Operating Report for June 11 – June 28, 2016

I. Administration

Completed routine administrative duties.

Completed May 31, 2016 Financial Report.

Completed and submitted the Employer Summary of OPEB Contributions and Other Data for GASB 45/43 Reporting for FY 15/16.

Continued to assist Susan Garner, EquoLogic with the UST financial and permitting documents.

Completed the California Employers' Retiree Benefit Trust Disbursement Request for 2015-2016.

Completed FY 2015–2016 Sick Leave & Vacation liability spreadsheet for the upcoming audit.

Staff attended Management Committee and Personnel Committee meetings.

Staff completed the no-spill certification for May 2016 on the State CIWQS website as required.

Staff worked with CITIG to develop the required “Enterprise System Catalog” to be in compliance with SB272 a new law requiring governmental agencies to list their computer systems on their website. The information is now on the District’s website as required.

Staff is also working with CITIG procuring the iPads for District Directors. Staff expects to schedule training for the Directors soon.

Staff met with a representative from People’s Self Help Housing to discuss requirements for their portion of the Village at Los Carneros development.

Staff attended the CSDA GM leadership Summit. There were a number of helpful sessions such as the following:

- True Success: The Art of Achievement
- Crucial Conversations
- 3C’s, Communication, Consistency and Cooperation
- Workplace Violence issues
- Enhancing your effectiveness as a Supervisor
- Project Procurement pitfalls

Staff reviewed the District’s job classifications as required in the Personnel Policy Handbook.

Staff worked with District Counsel and UCSB staff to finalize the dedication and easement documents for the North Campus Faculty Housing Project.

It was GWSD's turn to host the monthly SAMA meeting. Besides the regular networking, Carpinteria Sanitary District discussed issues related to its recent emergency pipeline replacement project, which replaced a pipeline crossing the freeway.

II. Collection System Maintenance

Staff completed plan check and issued permits for the following restaurants: Pieology at 7000 Hollister Ave., Suite F-1 in Hollister Village; and to Hi Wi Hawaiian Fusion at 6555 Pardall Road in Isla Vista.

Staff completed plan check and issued fee estimates for the following projects: Peoples Self-Help Housing at the Village at Los Carneros; and the Islamic Society of Santa Barbara.

Staff received safety training on the following topics: Circular Saw safe operation and maintenance, Chainsaw safe operation and maintenance, and Fall Protection Equipment inspection and maintenance.

Staff performed the annual inspection of the Above Ground Diesel Storage Tank and documented for the file.

The crew serviced the Diversion structure groundwater well.

The crew repaired two broken manhole collars in the EMID area.

Staff attended a pre-construction meeting for a County of Santa Barbara storm drain project in Isla Vista.

The crew is nearing completion of CCTV inspections for the 2016 scheduled areas.

The crew completed hydro-cleaning the following areas:

- Isla Vista East
- Isla Vista West
- Dos Pueblos Off-tract
- Hotspots throughout the District

Sewer operations are summarized on the attached sheet.

The Vactor truck went down to Haaker Equipment for replacement of the load bearing for the rotating hose reel assembly.

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

Test runs and routine exercising was performed on the following:

- Emily emergency generator

GWSD employee Joey Hilliard recently took and passed his Grade 3 Collection System Certification test and his Grade 1 Mechanical Technologist Certification test.

Staff completed the quarterly safety inspection.

III. Industrial Waste

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

Staff conducted Industrial Wastewater Discharge Permit compliance inspections at the following locations: Calient Technology, Costco Photo Center, Cree SB Technology Center, two Karl Storz Imaging facilities, Medtronic Medical, Raytheon B-8 and the B-1 campus, and the US Postal Service facility on Storke Road.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours – 65.3

Miles- 532

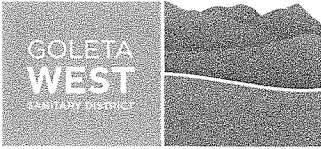
Loads- 16

5/7/16 = 10.00 tons, 5/20/16 = 8.08 tons

- Replaced leaking steel hydraulic lines on Eagle with rubber hydraulic hose lines
- Readjusted conveyor belt tension alignment and lower roller off set on Eagle

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	May 2016	MGD 1.3919; 44.76%
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Sewer Operations Cleaning Summary from June 1, 2016 to June 27, 2016

Your environmental partner since 1954

Descripton	Quantity
Feet Cleaned	
Hydroclean	52,313 ft.
Hydroflush	5,660 ft.
Hot Spot	4,621 ft.
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	62,594 ft.
Lines Cleaned	
Hydroclean	200 lines
Hot Spot	16 lines
Hydroflush	16 lines
	<hr/>
	232 lines
Other Work Orders	
FOG Inspection	10 Work Orders
Service Call	4 Work Orders
CCTV Work Order	2 Work Orders
Parcel Permit	1 Work Order
Repair Work Order	1 Work Order
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	18 Work Orders

**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
June 1 - 28, 2016**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
Acorn Landscape Management Co. - May landscape service	\$ 333.41			\$ 333.41
Acorn Landscape Management Co. - June landscape service	\$ 333.41			\$ 333.41
ADP, LLC - Payroll processing ending 05/25/16 & Qtrly Reports	\$ 243.17	\$ 27.02		\$ 270.19
ADP, LLC - Payroll processing ending 06/08/16	\$ 241.78	\$ 26.86		\$ 268.64
AT&T - Monthly long distance service	\$ 180.36	\$ 11.51		\$ 191.87
AT&T Mobility - May cell phone service	\$ 243.64			\$ 243.64
Bank of Sacramento - Mesa Rd. Project Retention Payment			\$ 12,351.92	\$ 12,351.92
Barricade Pest Control - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - Accounting services	\$ 329.40	\$ 36.60		\$ 366.00
CalPERS - Pension contributions; 05/26/16 - 06/08/16	\$ 3,715.70	\$ 194.47		\$ 3,910.17
CalPERS - Pension contributions; 06/09/16 - 06/22/16	\$ 3,715.70	\$ 194.47		\$ 3,910.17
CalPERS - July health insurance premiums	\$ 10,942.05	\$ 761.50		\$ 11,703.55
Chemsearch - 1/2 case Maxi-Lube red grease for sweeper		\$ 284.68		\$ 284.68
CITIG - Computer support services	\$ 2,090.15			\$ 2,090.15
Craig Geyer - SBCSDA Board Meeting travel & meal reimbursement	\$ 54.00			\$ 54.00
Dal Pozzo Tires - New tires for sweeper		\$ 3,801.73		\$ 3,801.73
First Bankcard - Brd Mtg expenses; CWEA Conf expenses; File box	\$ 462.37	\$ 750.00		\$ 1,212.37
First Bankcard - Conf. & meeting expenses; batteries for Mag Lights	\$ 1,230.94			\$ 1,230.94
Frontier Communications - Monthly service/SCADA	\$ 263.27			\$ 263.27
Frontier Communications - Monthly service/Emily	\$ 112.00			\$ 112.00
Frontier Communications - Monthly service/Main Facility	\$ 224.97	\$ 14.36		\$ 239.33
Goleta Building Materials, Inc. - Concrete for MH collars	\$ 195.74			\$ 195.74
Goleta Sanitary District - May Treatment & Capital Projects	\$ 133,877.61		\$ 6,688.92	\$ 140,566.53
Goleta Water District - Monthly service; Emily	\$ 73.16			\$ 73.16
Graybar - 12 pack of light bulbs	\$ 17.24			\$ 17.24
Haaker Equipment Co. - Brooms for street sweeper		\$ 2,000.00		\$ 2,000.00
Home Depot Credit Services - Maintenance supplies	\$ 488.04			\$ 488.04
Home Depot Credit Services - Mortar mix & maintenance parts	\$ 45.82			\$ 45.82
Larry D. Meyer - SBCSDA meetings; meal & travel reimbursements	\$ 181.70			\$ 181.70
Larry's Auto Parts - Oil & filter	\$ 60.74			\$ 60.74
Larry's Auto Parts - Car soap & tire shine	\$ 37.26			\$ 37.26
Larry's Auto Parts - Maintenance parts for sweeper		\$ 396.53		\$ 396.53
Lenz Pest Control - Quarterly service for ants	\$ 120.00			\$ 120.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 1,250.00			\$ 1,250.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 650.00			\$ 650.00
Los Angeles Freightliner LLC - Diagnostic & service sweeper tranny		\$ 656.80		\$ 656.80
MarBorg Industries - 25YD roll-off & recyle fees	\$ 188.65	\$ 754.62		\$ 943.27
MarBorg Industries - 25YD roll-off rental fee	\$ 24.86	\$ 99.45		\$ 124.31
MarBorg Industries - 25YD roll-off & recycle fees	\$ 158.32	\$ 633.27		\$ 791.59
Mark Nation - CSDA Leadership Summit travel reimbursement	\$ 447.80			\$ 447.80
McCormix Corp. - Fuel for street sweeper		\$ 186.45		\$ 186.45
Mission Linen Supply - May uniform service	\$ 638.49	\$ 112.67		\$ 751.16
Mlanden Buntich - Mesa Rd. Project Payment #14			\$ 605,243.91	\$ 605,243.91

Allowance of Claims

June 1- 28, 2016

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MNS Engineers, Inc. - Survey services for Phelps Road Project			\$ 2,535.00	\$ 2,535.00
Office Depot - Office supplies	\$ 162.72			\$ 162.72
PFM Asset Management LLC - May investment advisory services	\$ 1,168.83			\$ 1,168.83
Plumbers Depot Inc. - Skids	\$ 328.09			\$ 328.09
Ready Refresh By Nestle - Monthly cooler rental & drinking water	\$ 108.13			\$ 108.13
Reliance Standard Life Insurance Co. - July LTD insurance premiums	\$ 770.13	\$ 54.05		\$ 824.18
Sansum Clinic - DMV Physical; M. Nation	\$ 135.00			\$ 135.00
Santa Barbara News-Press - Publish Notice of Public Hearing	\$ 114.40			\$ 114.40
SBPrinter.com - Business cards; L. Hart	\$ 68.73			\$ 68.73
SDRMA - June Dental/Life insurance premiums	\$ 833.63	\$ 89.04		\$ 922.67
Silvia's Cleaning Company, Inc. - May cleaning service	\$ 330.00			\$ 330.00
Southern California Edison - Monthly service/Emily	\$ 196.32			\$ 196.32
Stantec - Mesa Road Project CM & Inspection			\$ 904.35	\$ 904.35
Stantec - Mesa Road Project CM & Inspection			\$ 4,306.50	\$ 4,306.50
TelePacific Communications - Monthly internet service	\$ 204.00			\$ 204.00
Terrain Consulting - Spring Newsletter	\$ 5,658.22	\$ 5,658.23		\$ 11,316.45
The Corwin Group, Inc. - Phelps Road Project			\$ 13,249.25	\$ 13,249.25
Underground Service Alert - May "Dig Alerts"	\$ 45.00			\$ 45.00
WEX Bank - Fuel for District vehicles	\$ 343.19	\$ 273.48		\$ 616.67
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 173,738.14	\$ 17,017.79	\$ 645,279.85	\$ 836,035.78

Payroll - Pay Period Ending: June 8 & 22, 2016

\$ 60,556.77

GRAND TOTAL - Fund 4900

\$ 896,592.55