

**MINUTES OF THE SPECIAL MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
September 19, 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 12:05 PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

Craig Geyer
Eva Turenchalk
Dr. David C. Lewis
Larry D. Meyer
David Bearman M.D. (Arrived at 12:11 PM)

BOARD MEMBERS ABSENT

None.

STAFF PRESENT

Mr. Mark Nation, General Manager/Superintendent
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

None.

5. APPROVAL OF THE MINUTES

(16-09-75)

Upon a motion by Director Lewis, seconded by Director Turenchalk, the Board unanimously approved the minutes of the Regular Board Meeting of September 6, 2016 as written.

6. DEDICATION AGREEMENT FOR LOT 1, PEOPLE'S SELF HELP HOUSING

(16-09-76)

Upon a motion by Director Turenchalk, seconded by Director Lewis, the Board unanimously approved the Dedication Agreement for Land Development Improvements between the District and People's Self-Help Housing.

7. **RESOLUTION NO. 16-761: AUTHORIZING THE SUBMISSION OF THE 2016 CONFLICT OF INTEREST CODE LOCAL AGENCY BIENNIAL NOTICE**
(16-09-77)

Upon a motion by Director Meyer, seconded by Director Turenchalk, by the following roll call vote the Board approved to adopt Resolution No. 16-761: Authorizing the submission of the 2016 Conflict of Interest Code Local Agency Biennial Notice.

Ayes: Geyer, Turenchalk, Lewis, Meyer

Noes: None

Abstain: None

Absent: Bearman

8. **DISCUSSION OF PROPOSED ADMINISTRATION BUILDING DESIGN**
(16-09-78)

Upon a motion by Director Lewis, seconded by Director Turenchalk, the Board unanimously approved to delete the approximate 517 Sq. Ft. of development east of the existing chain link gate on the current Vector fill station.

9. **COMMUNICATIONS**

None.

10. **REPORTS**

Operations Report

The General Manager provided a report.

Management Committee Meeting

Director Geyer provided a report on the committee meeting.

Public Relations Committee Meeting

Director Turenchalk provided a report on the committee meeting.

Goleta Sanitary District Board Meeting

Director Meyer provided a report on the September 7, 2016 Board Meeting.

Goleta Water District Board Meeting

Director Turenchalk provided a report on the GWD Board Meeting.

Isla Vista Recreation & Park District

Director Lewis provided a report on the September 8, 2016 Board Meeting.

SBCSDA Board Meeting

Director Meyer provided a report on the Board Meeting.

Other Director Reports


Directors Turenchalk and Meyer reported on their attendance at the Goleta Lemon Festival “Lemon Launch”.

11. FUTURE AGENDA ITEMS

None.

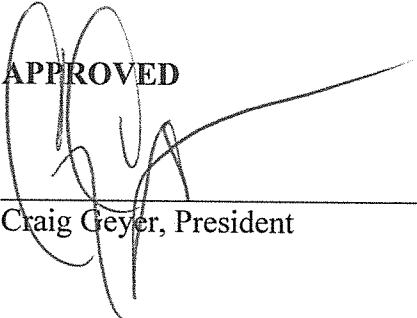
12. ADJOURNMENT

There being no further business, President Geyer adjourned the meeting at 12:34 PM.



Mark Nation, Board Secretary

APPROVED



Craig Geyer, President

GOLETA WEST SANITARY DISTRICT

Operating Report for August 31 – Sept. 13, 2016

I. Administration

Completed routine administrative duties.

Submitted Public Official Bond applications to Alliant Insurance Services.

Began gathering files for disposal as per the District's Retention Policy.

Staff attended a Management and Public Relations Committee meetings.

Staff continues to work with the developer of Hollister Village to complete all the requirements needed for dedication of the public sewer facilities to the District.

Staff attended the Santa Barbara City Planning Commission Hearing during which the Commission considered the PS#2 remodel into an operations building and the garage addition projects. The Commission approved the Coastal Development Permit for the projects subject to certain requirements in their staff report.

II. Collection System Maintenance

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

The crew completed hydro-cleaning the Winchester area and hydro-flushing throughout the District

Staff continues to focus on FOG (fats, oils & grease) inspection at restaurants around the District this period.

Sewer operations are summarized on the attached sheet.

The crew continues to inspection of the sewer improvements for the Village at Los Carneros Project as needed.

Inspection continues as needed for the Mariposa Assisted Living Project.

Staff continues to work with Phil Brittain Electrician regarding the addition of a couple of alarm points to SCADA at the Emily Lift Station.

The crew completed painting and repairing areas in the Emily Lift Station yard.

The crew repaired a broken crown on a manhole in the easement area near the end of Ellwood Beach Drive.

Brian McCarthy and Ruben Chavez attended a CWEA Tri-Counties Section training in San Luis Obispo.

Routine tests and exercises were performed on all District equipment scheduled including the main facility emergency generator, the Roiline emergency pump and exercising valves around the District.

Staff completed plan check and issued a fee estimate for the Village at Los Carneros Phase 4 Housing Project and for the Village at Los Carneros Podium Buildings, two 44 unit apartment complexes.

Staff inspected and signed off on Connection Permit and City of Goleta job card for the following restaurants at Hollister Village: Dickey's BBQ Pit, Pickles & Swiss, Picology, and Sno-Crave Poki Mi.

Staff is corresponding with Discovery Storage Center regarding additional connection fees that are due. Staff conducted a sight inspection and found that additional drainage fixture units had been added after the construction plans had been approved by the District and the Connection Permit had been issued. They will be required to pay one additional capacity charge of \$4,060.

Staff received safety training and completed a hands-on exercise on Confined Space Non-Entry Rescue.

III. Industrial Waste

Staff issued a Class 2 Industrial Wastewater Discharge Permit to Outer Aisle Gourmet, LLC for a new facility at 103 Santa Felicia Drive. They will produce gluten free bread and pizza dough at this facility. Their wastewater will be monitored under the District's Pretreatment Program for compliance with Local Limits.

Staff inspected the installation of an industrial wastewater sampling manhole at the new Karl Storz Imaging facility located at 1 S. Los Carneros.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours – 33.3

Miles - 235.2

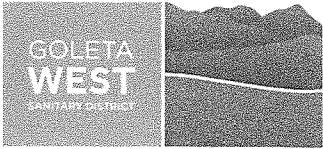
Loads - 12

SWEEPER MAINTENANCE

- Replaced serpentine belt on Crosswind

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	June 2016	MGD 1.2590; 40.48%
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Sewer Operations Cleaning Summary from August 30, 2016 to September 13, 2016

Your environmental partner since 1954

Description	Quantity
Feet Cleaned	
Hydroflush	5,028 ft.
Hydroclean	620 ft.
	<hr/>
	5,648 ft.
Lines Cleaned	
Hydroflush	14 lines
Hydroclean	2 lines
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	16 lines
Other Work Orders	
FOG Inspection	10 Work Orders
Parcel Permit	3 Work Orders
Service Call	1 Work Order
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	14 Work Orders

**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
August 31 - September 14, 2016**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
ADP, LLC - Quarterly documents for 06/30/2016	\$ 242.44	\$ 26.94		\$ 269.38
AT&T - Monthly long distance service	\$ 249.45	\$ 15.92		\$ 265.37
Bartlett, Pringle & Wolf, LLP - Accounting services	\$ 436.95	\$ 48.55		\$ 485.50
Blueisle Bookkeeping - July bank reconciliations	\$ 85.00			\$ 85.00
California Air Resources Board - Renewal for Crosswind rear engine	\$ 570.00			\$ 570.00
CalPERS - Pension; 09/01/16 - 09/14/16	\$ 3,853.05	\$ 198.37		\$ 4,051.42
CITIG - Computer support services	\$ 676.25			\$ 676.25
Craig Geyer - Reimbursements; Little Hoover Commission	\$ 466.60			\$ 466.60
Craig Geyer - SBCSDA Board Meeting travel & meal reimbursements	\$ 51.52			\$ 51.52
Frontier Communications - Monthly service/Emily	\$ 113.46			\$ 113.46
Frontier Communications - Monthly service/SCADA	\$ 265.36			\$ 265.36
Goleta Sanitary District - June treatment & Capital	\$ 199,566.23		\$ 26,320.87	\$ 225,887.10
Goleta Valley Paint - Paint for Emily	\$ 60.17			\$ 60.17
Goleta Water District - Monthly service/Emily	\$ 75.36			\$ 75.36
Jaimes Landscape - August landscape maintenance	\$ 300.00			\$ 300.00
Joy Equipment Protection, Inc. - Replacement fire extinguisher	\$ 30.00			\$ 30.00
Larrys Auto Parts - Battery for Prius	\$ 217.07			\$ 217.07
Larrys Auto Parts - Battery for air compressor	\$ 131.75			\$ 131.75
Larrys Auto Parts - Maintenance parts for sweeper		\$ 201.61		\$ 201.61
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 650.00			\$ 650.00
MarBorg Industries - 25YD roll-off rental	\$ 25.48	\$ 101.93		\$ 127.41
MarBorg Industries - 25YD roll-off & recycle fees	\$ 208.18	\$ 832.73		\$ 1,040.91
McCormix Corp. - Fuel for street sweeper		\$ 175.30		\$ 175.30
Mission Linen Supply - August uniform service	\$ 650.39	\$ 114.77		\$ 765.16
Norlab, Inc. - Tracing dye	\$ 234.00			\$ 234.00
Office Depot - Office supplies	\$ 155.17			\$ 155.17
ReadyRefresh by Nestle - Aug. drinking water & cooler rental	\$ 95.58			\$ 95.58
Silvia's Cleaning Company, Inc. - August cleaning service	\$ 412.50			\$ 412.50
Southern California Edison - Monthly service/Emily	\$ 232.99			\$ 232.99
TelePacific Communications - Sept. internet service	\$ 179.00			\$ 179.00
Underground Service Alert - August "Dig Alerts"	\$ 85.50			\$ 85.50
WEX Bank - Fuel for District vehicles	\$ 631.92	\$ 352.77		\$ 984.69
				\$ -
TOTAL SERVICES & SUPPLIES	\$210,951.37	\$ 2,068.89	\$ 26,320.87	\$ 239,341.13

Payroll - Pay Period Ending: August 31, 2016

\$ 27,405.16

GRAND TOTAL - Fund 4900

\$ 266,746.29