

**MINUTES OF THE SPECIAL MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
March 15, 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
Larry D. Meyer
David Bearman, M.D

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 informed the Board that the Goleta Sanitary District is holding a Special Board Meeting for a planning workshop. The meeting is scheduled for 8:30 AM on March 16, 2016.

5. APPROVAL OF THE MINUTES

(16-03-19)

Upon a motion by Director Lewis, seconded by Director Turenchalk, the Board unanimously approved the minutes of the Regular Board Meeting of March 1, 2016 as written.

6. ORDINANCE NO. 16-88: SETTING DIRECTOR COMPENSATION

The Board reviewed the draft of Ordinance No. 16-88.

(16-03-20)

Upon a motion by Director Bearman, seconded by Director Lewis, the Board unanimously approved to direct staff to schedule a public hearing for April 5, 2016 and notice the hearing as required.

7. **REVISIONS TO SECTION 3 OF THE BOARD POLICY HANDBOOK**

(16-03-21)

Upon a motion by Director Lewis, seconded by Director Bearman, the Board unanimously approved to adopt the revised Section 3 of the Board Policy Handbook as written.

8. **IRREVOCABLE OFFER TO DEDICATE AND CERTIFICATE OF ACCEPTANCE AND GRANT OF EASEMENT FOR THE HASKELL'S LANDING PROJECT**

(16-03-22)

Upon a motion by Director Lewis, seconded by Director Meyer, the Board unanimously accepted the Grant of Easement, the Dedication of the Sewer Facilities, directed the Board President to execute both documents and directed District staff to record said documents.

9. **REVISED ACTUARIAL STUDY OF RETIREES HEALTH LIABILITY REPORT**

(16-03-23)

Upon a motion by Director Bearman, seconded by Director Lewis, the Board unanimously accepted the revised Actuarial Study as written.

10. **REVIEW ADOPT-A-BLOCK 2ND QUARTER 2015-2016 QUARTERLY REPORT**

(16-03-24)

Upon a motion by Director Lewis, seconded by Director Turenchalk, the Board unanimously accepted the Adopt-a-Block 2nd Quarter 2015-2016 Quarterly Report as written.

11. **GENERAL MANAGER/SUPERINTENDENT EMPLOYMENT AGREEMENT**

(16-03-25)

Upon a motion by Director Lewis, seconded by Director Turenchalk, the Board unanimously approved the Employment Agreement for the General Manager/Superintendent as written.

12. **COMMUNICATIONS**

The communications were noted as received.

13. **REPORTS**

Operations Report

The General Manager provided a report.

Management Committee Meeting

President Geyer provided a report on the March 7, 2016 meeting.

Finance Committee Meeting

Director Lewis provided a report on the March 8, 2016 meeting.

Public Relations Committee Meeting

Director Turenchalk provided a report on the March 10, 2016 meeting.

Goleta Sanitary District Board Meetings

Director Meyer provided a report on the March 7 & 9, 2016 Board meetings.

Goleta Water District Board Meeting

Director Turenchalk provided a report on the March 8, 2016 meeting.

IVR&PD Board Meeting

Director Lewis reported there was no meeting held.

City of Goleta Council Meeting

No report.

SBCSDA Board Meeting

Director Meyer reported on the March 2, 2016 meeting.

Other Director Reports

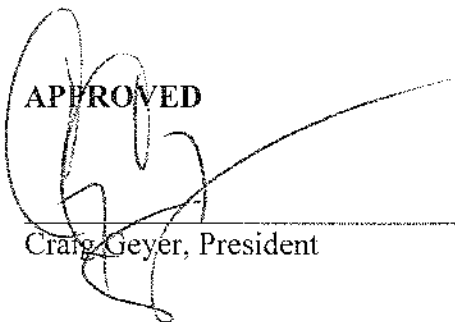
None.

14. FUTURE AGENDA ITEMS

Director Bearman asked that the Board discuss getting reclaimed water into Isla Vista in the future.

15. ADJOURNMENT

There being no further business, President Geyer adjourned the meeting at 5:54PM.


Mark Nation, Board Secretary
APPROVED
Craig Geyer, President

GOLETA WEST SANITARY DISTRICT

Operating Report for February 24 – March 8, 2016

I. Administration

Completed routine administrative duties.

Completed CSRMA Workers' Compensation Payroll Report Form for 2016-2017.

Published Ordinance No. 16-87 in the Santa Barbara News-Press.

Reviewed and submitted CSRMA Property Schedule for insurance purposes.

Issued Connection Permits to Dickey's BBQ Pit (1 ERU) and "Polished Nails" (2 ERUs) in the Hollister Village.

Staff attended Finance Committee and two Management Committee meetings.

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

Staff participated in a meeting that SB County Building Department organized with public agencies, planners, architects and other interested people regarding improved planning and permitting processing.

Staff continues to work with UCSB regarding dedication of facilities and easements for the North Campus Faculty Housing Developments located in the area near Cannon Green and Pacific Oaks Rd.

II. Collection System Maintenance

The crew completed hydro-cleaning in the Dos Pueblos High School area, EMID and hotspots throughout the District. The crew is currently hydro-cleaning the Phelps South area. Sewer operations are summarized on the attached sheet.

The crew has been performing manhole inspections throughout the District.

Inspection continues on the Hollister Village Project.

Work continues on responses to risk control survey from CSRMA.

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

The crew performed the following routine exercising and testing:

- Test ran Emily emergency generator
- Test ran Roiline pump
- Main facility generator

Staff continues working to evaluate the next set of District pipes for rehab or replacement.

Staff investigated a sinkhole reported by the City of Goleta located near a District manhole on Carlisle Way. Staff determined that the cause of the sinkhole was not a sewer related issue. Staff informed the City of Goleta of their finding.

An inspector from OSHA Department of Industrial Relations, Pressure Vessel Unit performed inspection of the Districts portable and stationary air compressors. The inspector suggested modifying the drain valve on the Shop air compressor. Staff completed the modification and followed up via email with photographs of the suggested modification.

Staff received safety training on Basic Power Tool Safety.

III. Industrial Waste

Staff attended the Annual CWFA Pretreatment, Pollution Prevention, and Stormwater Conference (P3S) in Riverside, CA.

Staff completed the Annual Pretreatment Report and hand delivered it to GSD.

Staff is in the process of issuing an Industrial Wastewater Discharge Permit to Solution Deposition Systems, Inc. They are completing tenant improvements at 6780 Cortona Drive. Solution Deposition Systems, Inc. builds tools used in the semiconductor fabrication process.

Staff inspected Grease Interceptor installation and signed off on the permit for Santa Ynez Burrito located at 956 Embarcadero Del Norte.

IV. Street Sweeping

Graffiti and abandoned vehicles - none to report at this time

Hours – 29

Miles-231

Loads- 11

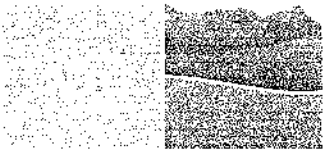
2/5/16 = 11.99 tons, 2/17/16 = 11.76 tons

Sweeper Maintenance

- Replaced rear view mirror control switch crosswind
- Replaced hopper and pick up head water spray nozzles on the Crosswind
- Replaced serpentine belt on main engine on the Crosswind
- Preventative maintenance checks and services

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	January 2016	MGD 1.5428; 49.61%
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Sewer Operations Cleaning Summary from February 25, 2016 to March 7, 2016

Your environmental partner since 1984

DESCRIPTION	QUANTITY
Feet Cleaned	
Hydroclean	11,576 ft.
Hot Spot	2,736 ft.
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	14,312 ft.
Lines Cleaned	
Hydroclean	53 lines
Hot Spot	7 lines
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	60 lines
Other Work Orders	
Parcel Permit	3 Work Orders
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	3 Work Orders

**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
February 24 - March 8, 2016**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
Acorn Landscape Management Co - Feb. landscape maintenance	\$ 333.41			\$ 333.41
ADP, LLC - W2 Document processing charges	\$ 178.56	\$ 19.84		\$ 198.40
ADP, LLC - Payroll processing for period ending 02/17/16	\$ 241.78	\$ 26.86		\$ 268.64
Asbury Environmental Services - Pick up used oil		\$ 95.00		\$ 95.00
AT&T - Monthly long distance service	\$ 252.60	\$ 16.12		\$ 268.72
Brownsten Hyatt Farber Schreck - January legal services	\$ 2,460.00	\$ 510.00	\$ 4,203.15	\$ 7,173.15
Brownsten Hyatt Farber Schreck - February legal services	\$ 4,761.00	\$ 1,924.00	\$ 6,248.50	\$ 12,933.50
CalPERS: Pension 02/18/16 - 03/02/16	\$ 3,889.82	\$ 194.47		\$ 4,084.29
Capital One Commercial (COSTCO) - Operating supplies	\$ 305.81			\$ 305.81
CITIG - Computer support services	\$ 1,285.02			\$ 1,285.02
County of S.B. EHS - Hazardous Materials Permit	\$ 897.00			\$ 897.00
Diane Powers, Petty Cash Custodian - Petty cash reimbursement	\$ 118.69	\$ 13.33		\$ 132.02
First Bankcard - Mtg exp; Conf. exp; GoDaddy; trash pump parts	\$ 2,373.64			\$ 2,373.64
Geyer, Craig - SBCSDA Chapter Meeting meal reimbursement	\$ 40.00			\$ 40.00
Geyer, Craig - SBCSDA Brd Mtg meal & travel reimbursements	\$ 50.59			\$ 50.59
Goleta Sanitary District - January Treatment & Capital	\$ 88,506.22		\$ 16,509.47	\$ 105,015.69
Goleta Water District - Monthly service/Emily	\$ 73.16			\$ 73.16
Haaker Equipment Co. - Maintenance parts for Vactor	\$ 849.47			\$ 849.47
Haaker Equipment Co. - Maintenance parts for Vactor	\$ 5,006.86			\$ 5,006.86
Haaker Equipment Co. - Maintenance parts for Vactor	\$ 373.32			\$ 373.32
Home Depot Credit Services - Maintenance supplies	\$ 66.10	\$ 66.11		\$ 132.21
Lenz Pest Control - Quarterly service for ants	\$ 120.00			\$ 120.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 575.00			\$ 575.00
MarBorg Industries - 25YD roll-off & recycle fees	\$ 220.10	\$ 880.38		\$ 1,100.48
MarBorg Industries - 25YD roll-off & recycle fees	\$ 216.46	\$ 865.85		\$ 1,082.31
MarBorg Industries - 25YD roll-off rental	\$ 23.26	\$ 93.03		\$ 116.29
Mission Linen Supply - February uniform service	\$ 581.53	\$ 102.62		\$ 684.15
Rachel Tierney Consulting - Biological assessment; Admin. Bldg.			\$ 923.57	\$ 923.57
Ready Refresh by Nestle - Feb. drinking water; cooler rental	\$ 92.02			\$ 92.02
Schneider Electric - Clearscada Service renewal	\$ 1,866.24			\$ 1,866.24
SDRMA - March Dental/Life Insurance premiums	\$ 941.03	\$ 89.04		\$ 1,030.07
Silvia's Cleaning Co., Inc. - Feb. cleaning service	\$ 310.00			\$ 310.00
Southern California Edison - Monthly service/Emily	\$ 201.34			\$ 201.34
TelePacific Communications - Monthly internet service	\$ 204.00			\$ 204.00
Underground Service Alert - February "Dig Alerts"	\$ 73.50			\$ 73.50
Velocity Truck Center Ventura County - Maint. Parts for sweeper			\$ 256.27	\$ 256.27
Verizon California - Monthly service/main facility	\$ 181.58	\$ 11.59		\$ 193.17
Verizon California - Monthly service/Emily	\$ 117.00			\$ 117.00
Verizon California - Monthly service/SCADA	\$ 251.38			\$ 251.38
WEX Bank - Fuel for District vehicles	\$ 773.93	\$ 336.69		\$ 1,110.62
Winema Industrail & Safety Supply - Respirator & latex gloves	\$ 188.04			\$ 188.04
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 118,999.46	\$ 5,244.93	\$ 28,140.96	\$ 152,385.35

Allowance of Claims

February 24 - March 8, 2016

Page Two

Payroll - Pay Period Ending: March 2, 2016

\$ 33,549.47

GRAND TOTAL - Fund 4900

\$ 185,934.82