

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
April 7, 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
Larry D. Meyer

BOARD MEMBERS ABSENT

David Bearman, M.D.

STAFF PRESENT

Mr. Mark Nation, General Manager/Superintendent

OTHERS PRESENT

Jerry Smith, Goleta Sanitary District

3. APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda.

4. PUBLIC COMMENT

None

5. APPROVAL OF THE MINUTES

(15-04-23)

Upon a motion by Director Meyer, seconded by Director Geyer, the Board unanimously approved the minutes of the Regular Board Meeting of March 17, 2015 as written.

6. CONSIDERATION OF CHANGE ORDER NO. 7 FOR THE MESA ROAD TRUNK SEWER PROJECT

(15-04-24)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved Change Order No. 7 for the Mesa Road Trunk Sewer Project in the amount of \$82,843.97.

7. CONSIDERATION OF CHANGES TO GENERAL MANAGER/SUPERINTENDENT PERFORMANCE EVALUATION PROCEDURE

(15-04-25)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved the proposed changes as presented to the General Manager/Superintendent evaluation procedure.

8. **COMMUNICATIONS**

(15-04-26)

Upon a motion by Director Geyer, seconded by President Lewis, the Board unanimously directed the General Manager to send an e-mail to the Executive Officer of the Santa Barbara County LAFCO stating that the GWSD Board approves the FY 2015-2016 budget as presented.

9. **REPORTS**

Operations Report

The General Manager provided a report.

Engineering Committee Meeting

President Lewis provided a report on the April 2, 2015 meeting.

Goleta Sanitary District Board Meeting

Director Meyer provided a report on the April 6, 2015 Board meeting.

City of Goleta Council Meeting

No report.

Santa Barbara County Special District Chapter Meeting

Director Geyer provided a report on the March 23, 2015 meeting.

Santa Barbara County Special District Board Meeting

Director Geyer provided a report on the April 1, 2015 meeting.

Other Director Reports

None

10. **FUTURE ITEMS**

Director Geyer requested that the Board receive a briefing at the next regular Board meeting on the Heritage Ridge Residential Project.

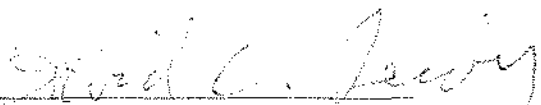
11. **ADJOURNMENT**

There being no further business, President Lewis adjourned the meeting at 6:57 PM.


Mark Nation, Board Secretary

APPROVED

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of Goleta West Sanitary District
April 7, 2015
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Dr. David C. Lewis, President

GOLETA WEST SANITARY DISTRICT

Operating Report for March 11, 2015 – March 31, 2015

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for the April 7, 2015 Regular Board Meeting.

Completed FY 2014-2015 February 28, 2015 Financial Report.

Completed 2015-2016 Accounts Payables file folders.

Attended weekly construction project meetings for the Mesa Rd. Project and additional meetings as needed. Restoration of all the areas impacted by construction is nearly complete.

Attended Engineering and Personnel Committee meetings.

Staff received the required documentation of completion for the required AB 1234 Ethics Training from all Board and administrative staff with the exception of Directors Bearman and Turenchalk.

Staff verified on-line that all GWSD Board and designated individuals have completed the required Form 700.

The District once again received the CSRMA award for Workers' Compensation Excellence/"Safety Superstar". This award was for FY 2013-2014.

II. Collection System Maintenance

The crew completed hydro-cleaning hotspots throughout the District and completed hydro-cleaning in the Los Carneros area.

The crew continues to inspect with CCTV in the Winchester and Mountain View areas.

Sewer maintenance operations are summarized on the attached sheet.

Staff continues to inspect the main sewer installation for the Westar/Hollister Mixed Use Development as needed.

Ken Spencer – Utility Worker IV and Ruben Chavez – Utility Worker III attended the CWEA Tri-Counties Section March Workshop. They each earned continuing education units required for their CWEA Certifications.

Brian McCarthy attended a Goleta Slough Management Committee meeting. The Committee noted the Mesa Road Project is a success and nearly complete.

Staff performed final inspection for a new connection in EMID that was going off a septic system.

Staff completed final inspection on lateral replacements at San Milano Drive and Rio Vista Drive.

Brian McCarthy met with the contractor for Girsh Park to inspect the grease line plumbing for the new facilities at the location.

Staff has been corresponding with Anderson Environmental regarding a Phase I Environmental Assessment and public records request for 7230 Hollister Ave. BEI Sensors is the current tenant.

Staff corresponded with Partner Science and Engineering, Inc. regarding a public records request for 6868 Hollister Ave. This property is currently vacant and the Hilton Garden Inn is proposed for this site.

Staff completed a plan checks for the following projects: PetSmart at Hollister Village, I-Tapioca Restaurant at Paradise Ivy, and for a SFR at 11 Daffodil Lane.

Staff issued a Sewer Availability Letter to the California Department of General Services for a proposed CHP Office at 7780 Hollister Ave.

Carroll Plumbing & Repair made repairs to the backflow prevention devices located outside PS1.

Staff received safety training on the following topics: Driver Safety, Universal Waste, and Hazardous Communication: Flammables.

III. Industrial Waste

Staff issued a verbal Notice of Warning as specified in the Industrial Wastewater Permit to Lockheed Martin Santa Barbara Focalplane in response to a sewer discharge that was not within their permit limits for pH. The violation was immediately reported to the District by Focalplane staff as required by the Permit. A small volume of noncompliant wastewater was discharged. The cause of the discharge was found to be a faulty probe in the pH adjustment system. The equipment was quickly repaired and is operating normally.

Staff conducted Industrial Wastewater Discharge Permit compliance inspections at BEI Sensors and Transphorm.

Staff completed FOG (Fats, Oils, & Grease) Inspections at Costco Wholesale. Costco recently completed tenant improvements to their food court and meat department, both have existing grease interceptors.

Staff has been corresponding with the County Environmental Health Department regarding grease interceptor requirements. Staff reminded them to require restaurants to obtain a Sewer Service Permit for inspection whenever there is a change in ownership or minor tenant improvements. As always, major tenant improvements require a Sewer Service Permit for plan check and inspection and may necessitate additional capacity charges and/or other GWSD requirements.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle(s) – none to report at this time

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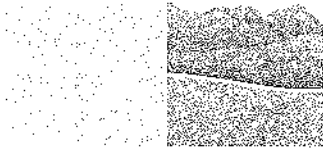
Hours - 58.4
Miles - 447.1
Loads - 24

2/24/15 = 8.16 tons

- Preventative maintenance checks and services
- Oil and filter change on auxiliary engine on crosswind
- Serviced main auxiliary engine air filters and air boxes on crosswind

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	February 2015	MGD 1.5907; 51.15%
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Sewer Operations Cleaning Summary from March 11, 2015 to March 30, 2015

Your environmental partner since 1954

Description	Quantity
Feet Cleaned	
Hot Spot	3,271 ft.
Hydroclean	1,326 ft.
	<hr/>
	4,597 ft.
Lines Cleaned	
Hot Spot	10 lines
Hydroclean	5 lines
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	15 lines
Other Work Orders	
CCTV Work Order	56 Work Orders
FOG Inspection	2 Work Orders
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	58 Work Orders

GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
 March 11 - 31, 2015

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
ADP, LLC - Payroll processing for period ending 03/04/15	\$ 228.07	\$ 25.34		\$ 253.41
AT&T Mobility - Monthly cell phone service	\$ 258.84			\$ 258.84
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Brownstein Hyatt Farber Schreck - Legal Services	\$ 164.00	\$ 9,251.11	\$ 456.00	\$ 9,871.11
CalPERS - April health insurance premiums	\$ 9,186.82	\$ 657.32		\$ 9,844.14
CalPERS - Pension: 03/05/15 - 03/18/15	\$ 3,393.61	\$ 192.53		\$ 3,586.14
CalPERS - Pension: 03/19/15 - 04/01/15	\$ 3,393.61	\$ 192.53		\$ 3,586.14
CITIG - Website cleanup, email domain change, monthly monitoring	\$ 122.75			\$ 122.75
CITIG - Computer support services	\$ 455.00			\$ 455.00
First Bankcard - Fuel: CWEA Conf; mtg expenses; sweeper tools	\$ 867.30	\$ 196.33		\$ 1,063.63
Geyer, Craig - SBCSDA Chapter Meeting meal reimbursement	\$ 40.00			\$ 40.00
Goleta Water District - Monthly service/family	\$ 70.42			\$ 70.42
Haaker Equipment Co. - Maintenance parts for sweeper		\$ 209.92		\$ 209.92
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 575.00			\$ 575.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 575.00			\$ 575.00
MarBorg Industries - 25YD roll-off & recycles fees	\$ 157.75	\$ 631.01		\$ 788.76
MarBorg Industries - 25YD roll-off rental fee	\$ 22.34	\$ 89.38		\$ 111.72
MarBorg Industries - 25YD roll-off & recycles fees	\$ 121.09	\$ 484.37		\$ 605.46
Meyer, Larry D. - SBCSDA Board & Chapter Mtg reimbursements	\$ 132.23			\$ 132.23
PFM Asset Management LLC - February investment services	\$ 790.95			\$ 790.95
Reliance Standard Life Insurance Co. - April LTD insurance premiums	\$ 723.28	\$ 54.05		\$ 777.33
Schneider Electric - ClearSCADA annual service & support	\$ 1,866.24			\$ 1,866.24
SIDRMA - April Dental/Life Insurance premiums	\$ 760.61	\$ 92.61		\$ 853.22
Southern California Edison - Monthly service/main facility	\$ 4,611.10			\$ 4,611.10
Stantec (Penfield & Smith) - Mesa Rd Proj; Construction Management			\$ 102,032.80	\$ 102,032.80
The Land Trust for S.B. County - Butterfly Preserve Revitalization		\$ 10,000.00		\$ 10,000.00
Underground Service Alert - March "Dig Alerts"	\$ 106.50			\$ 106.50
Velocity Truck Center Ventura County - Oil for street sweeper		\$ 184.69		\$ 184.69
Ventura Truck Center Ventura County - Maintenance parts: sweeper		\$ 1,223.69		\$ 1,223.69
Verizon California - Monthly service/SCADA	\$ 243.70			\$ 243.70
Verizon California - Monthly service/family	\$ 112.23			\$ 112.23
Verizon California - Monthly service/Main facility	\$ 218.51	\$ 13.95		\$ 232.46
WEX Bank - Fuel for District vehicles	\$ 616.21	\$ 239.47		\$ 855.68
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 29,913.16	\$ 23,738.30	\$ 102,488.80	\$ 156,140.26

Payroll - Pay Period Ending: March 18, 2015

\$ 25,128.41

GRAND TOTAL - Fund 4900

\$ 181,268.67