

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
September 1, 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
David Bearman, M.D.
Larry D. Meyer (arrived at 6:31 PM)

BOARD MEMBERS ABSENT

Craig Geyer

STAFF PRESENT

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

OTHERS PRESENT

Jerry Smith, Goleta Sanitary District
Heidi Aten, City of Goleta

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

(15-09-44)

Upon a motion by Director Bearman, seconded by Director Turenchalk, the Board unanimously approved the minutes of the Regular Board Meeting of August 4, 2015 as written.

6. PERMIT EXTENSION REQUEST FOR 11 DAFFODIL LANE

(15-09-45)

Upon a motion by Director Bearman, seconded by Director Meyer, the Board unanimously approved to provide an extension of Permit No. 536532295 for a period of 6-months.

7. **UPDATE ON PENDING LEGISLATION REGARDING AB-3**

Dylan Johnson, Deputy General Counsel provided an update on the status of AB-3 and answered questions from the Board.

8. **COMMUNICATIONS**

The communications were noted as received.

9. **REPORTS**

Operations Report

The General Manager provided a report.

Public Relations Committee Meeting

Director Turenchalk provided a report on the August 28, 2015 meeting.

Goleta Sanitary District Board Meetings

Director Meyer provided a report on the August 17 and September 1, 2015 Board meetings.

Goleta Water District Board Meeting

Director Turenchalk provided a report on the August 11, 2015 Board meeting.

Isla Vista Recreation and Park District Board Meetings

President Lewis provided a report on the August 13 and August 27, 2015 Board meetings.

City of Goleta Council Meetings

No report

SBCSDA Board Meeting

Director Meyer provided a report on the August 5, 2015 Board meeting.

SBCSDA Chapter Meeting

Director Meyer provided a report on the August 24, 2015 Chapter meeting.

Other Director Reports

None

10. **FUTURE AGENDA ITEMS**

Director Bearman requested that an informational item regarding recently proposed legislation regarding water reclamation be placed on an upcoming agenda.

11. **ADJOURNMENT**

There being no further business, President Lewis adjourned the meeting at 7:03 PM.



Mark Nation, Board Secretary

APPROVED



Dr. David C. Lewis, President

GOLETA WEST SANITARY DISTRICT

Operating Report for July 29 – August 25, 2015

I. Administration

Completed routine administrative duties.

Completed the July 31, 2015 financial report.

Completed Workers' Compensation Final Payroll Audit Form for 2014-2015.

Submitted revised 2015-2016 Tax Roll report to the County of Santa Barbara Property Tax Division.

Began collecting documentation for the Special District Leadership Foundation Certificate of Excellence renewal for 2015-2017.

Bartlett, Pringle & Wolf, the District's Auditors, have been on site meeting with Staff and completing their field work for the 2014-2015 annual Audit Report.

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

Attended SAMA meeting.

Attended Water Recycling discussion hosted by the Montecito Sanitary District.

Updates to the District website have been completed.

Total Compensation Systems, Inc. continues to work on the required actuarial valuation for the California Employee Retirement Benefit Trust (CERBT).

Received bids for the new pick-up truck budgeted for this fiscal year.

II. Collection System Maintenance

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

CCTV inspections are complete for calendar year 2015 with the exception of three (3) line segments on the Santa Felicia Easement.

Sewer maintenance operations are summarized on the attached sheet.

Staff compiled a list from manhole inspections of those manholes in need of rehabilitation then met with representatives of Zebron who has done excellent work of rehabilitating manholes for the District in the past.

The crew has been clearing District easements as per the usual procedures for this time of year.

Staff attended pre-construction meeting for the off-site improvements for the Village at Los Carneros Project.

Staff attended the pre-construction meeting for the Hilton Garden Inn Project.

The crew performed the routine monthly test runs of equipment and valve exercising throughout the District.

Jeff Hayes truck repair has completed repair to the brakes on the water truck.

Staff performed final inspections and completed permits for several units in the Quiet Frenzy Development and Hollister Village Development.

All staff participated in safety training on fall protection and to discuss the findings of the 2nd Quarter Facility Safety Inspection.

III. Industrial Waste

Staff corresponded with BEI Sensors, Inc. regarding NOV issued on July 7, 2015 for Federal Categorical violations of their Industrial Wastewater Discharge Permit limits for Lead and Zinc. BEI has satisfied all of the District's requirements detailed in the NOV. Staff will be issuing a letter concluding this matter.

Staff received an application for an Industrial Wastewater Discharge Permit from FLIR Systems for their new facility located at 6775 Hollister Ave.

Staff received and reviewed July meter readings from Raytheon for well water utilized in their industrial processes and discharged to the sewer.

Staff conducted FOG (Fats, Oils, & Grease) inspections at several restaurants within the District.

Staff reviewed plans and inspected the installation of grease interceptors at two new restaurant locations within the District, Lucky Dragon located in the Kmart shopping center, and Home Plate located on Calle Real behind 7-Eleven.

Staff corresponded with the SB County Environmental Health Department and the operator of a proposed sushi restaurant regarding the District's requirements for installation of a grease interceptor at the old Pita Pit location in Isla Vista.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – Reported 20 abandoned vehicles in the Del Norte Dos Pueblos area

Hours - 61.9

Miles - 461.1

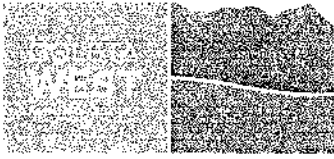
Loads - 31

5/29/15 = 12.49 tons; 7/17/15 = 06.51 tons; 7/23/15 = 02.90 tons

- Inspected water spray nozzles
- Currently updating sweeping route maps.

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	June 2015	MGD 1.2334; 39.66%
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Sewer Operations Cleaning Summary from July 29, 2015 to August 24, 2015

Your environmental partner since 1954

Description	Quantity
Feet Cleaned	
Hot Spot	7,596 ft.
Root Cutting	3,066 ft.
Hydroflush	632 ft.
Hydroclean	522 ft.
	<hr/>
	11,816 ft.
Lines Cleaned	
Hot Spot	23 lines
Root Cutting	10 lines
Hydroclean	2 lines
Hydroflush	2 lines
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	37 lines
Other Work Orders	
CCTV Work Order	9 Work Orders
FOG Inspection	6 Work Orders
Parcel Permit	3 Work Orders
Structure Inspection Work Order	1 Work Order
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	19 Work Orders

GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
July 29 - August 25, 2015

SERVICES & SUPPLIES	Wastewater O. & M	Other Services	Capital Outlay	Total
Acorn Landscape Management Co. - July landscape maintenance	\$ 333.41			\$ 333.41
ADP, LLC - Payroll processing for period ending 07/22/15	\$ 239.89	\$ 26.65		\$ 266.54
ADP, LLC - Payroll processing for period ending 08/06/15	\$ 238.49	\$ 26.50		\$ 264.99
Arrowhead Direct - Monthly cooler rental & drinking water	\$ 88.31			\$ 88.31
AT&T - Monthly long distance service/main facility	\$ 357.18	\$ 22.80		\$ 379.98
AT&T Mobility - Monthly cell phone service	\$ 240.75			\$ 240.75
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett Pringle & Wolf LLC - Accounting services	\$ 171.00			\$ 171.00
Blueisle Bookkeeping - May & June bank reconciliations	\$ 158.00			\$ 158.00
Brownstein Hyatt Farber Schreck - Legal services	\$ 615.00	\$ 6,996.15	\$ 2,736.00	\$ 10,347.15
Brownstein Hyatt Farber Schreck - Legal services	\$ 7,385.90	\$ 8,808.78	\$ 2,064.00	\$ 18,258.68
Bunnin - Repair CCTV Van	\$ 960.54			\$ 960.54
Bunnin - Seat cushion for truck (Unit #4)	\$ 135.00			\$ 135.00
CalPERS - Pension contributions; 07/23/15 - 08/05/15	\$ 3,468.03	\$ 194.47		\$ 3,662.50
CalPERS - Pension contributions; 08/06/15 - 08/19/15	\$ 3,468.91	\$ 194.47		\$ 3,663.38
CalPERS - September health insurance premiums	\$ 9,184.85	\$ 657.32		\$ 9,842.17
Carpinteria Sanitary District - Annual District share of Safety Officer	\$ 12,815.98			\$ 12,815.98
Challenge Asphalt - Slurry seal Emily & main yard		\$ 10,161.00		\$ 10,161.00
Cintas Corporation - First aid supplies	\$ 85.50			\$ 85.50
CITIG - Computer support services	\$ 131.25			\$ 131.25
CITIG - Computer support services	\$ 831.26			\$ 831.26
Coastal Copy, LP - Quarterly (04/22/15-07/21/15) copier service	\$ 324.33			\$ 324.33
County of SB Public Works Dept. - District share of IRWMP		\$ 1,116.00		\$ 1,116.00
Diane Powers, Petty Cash Custodian - Petty Cash reimbursement	\$ 73.47			\$ 73.47
First Bankcard - Mtg expenses, CSDA Conf; phones; service Prius	\$ 1,052.08			\$ 1,052.08
First Bankcard - Mtg expenses: Tri-State Conf; maint supplies	\$ 241.77	\$ 106.60		\$ 348.37
Galindo, Eduardo - PS#2 Upgrade; Garage Expansion; New Admin Bldg.			\$ 34,307.04	\$ 34,307.04
Geyer, Craig - SBCSDA Chapter Mtg. reimbursements	\$ 96.35			\$ 96.35
Geyer, Craig - SBCSDA Board Mtg. reimbursements	\$ 58.85			\$ 58.85
Goleta Building Materials - Limestone Road Base	\$ 50.00			\$ 50.00
Goleta Building Materials - Limestone Road Base balance	\$ 4.00			\$ 4.00
Goleta Sanitary District - Capital Projects in Progress			\$ 226.04	\$ 226.04
Goleta Sanitary District - June treatment; fixed asset & capital	\$ 182,321.61		\$ 16,387.55	\$ 198,709.16
Goleta Water District - Monthly service/ Emily	\$ 72.61			\$ 72.61
Haaker Equipment Company - Repairs to Crosswind sweeper		\$ 4,885.35		\$ 4,885.35
Haaker Equipment Company - Parts for Crosswind sweeper		\$ 183.17		\$ 183.17
Haaker Equipment Company - Parts for Crosswind sweeper		\$ 641.74		\$ 641.74
J. Hayes Truck & Equipment Repair - Repair brakes on Water Truck	\$ 1,616.28			\$ 1,616.28
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 & recycle fees	\$ 133.51	\$ 534.05		\$ 667.56
MarBorg Industries - 25YD roll-off rental fee	\$ 24.86	\$ 99.45		\$ 124.31
MarBorg Industries - 25YD roll-off & recycle fees	\$ 76.47	\$ 305.90		\$ 382.37

Allowance of Claims

July 29 - August 25, 2015

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MarBorg Industries - 25YD roll-off & recycle fees	\$ 140.31	\$ 561.22		\$ 701.53
McCormix Corp. - Diesel Exhaust Fluid & Oil	\$ 308.45	\$ 462.67		\$ 771.12
McCormix Corp. - Fuel for street sweeper		\$ 80.40		\$ 80.40
Meyer, Larry D. - SBCSDA meeting reimbursements	\$ 98.00			\$ 98.00
Mission Linen Supply - July uniform service	\$ 927.38	\$ 163.66		\$ 1,091.04
Office Depot - Office supplies	\$ 48.04			\$ 48.04
RedZone Robotics - Annual ICOM Subscription		\$ 27,130.00		\$ 27,130.00
Reliance Standard Life Insurance Co. - Sept. LTD insurance premiums	\$ 723.28	\$ 54.05		\$ 777.33
Sansum Clinic - DMV physical: J. Hilliard	\$ 135.00			\$ 135.00
SDRMA - Aug. Dental/Life insurance premiums	\$ 760.61	\$ 92.61		\$ 853.22
Silvia's Cleaning Company, Inc. - July cleaning service	\$ 310.00			\$ 310.00
Southern California Edison - Monthly service/Emily	\$ 282.99			\$ 282.99
Southern California Edison - Monthly service/main facility	\$ 4,330.92			\$ 4,330.92
Stantec Consulting Services, Inc. - Mesa Rd. Project			\$ 9,124.11	\$ 9,124.11
TelePacific Communications - Monthly internet service	\$ 204.00			\$ 204.00
Terrain Consulting - Website updates		\$ 3,347.50		\$ 3,347.50
The Gas Company - Monthly service/main facility	\$ 112.97			\$ 112.97
Underground Service Alert - July "Dig Alerts"	\$ 85.50			\$ 85.50
US Bank - Quarterly (04/01/15-06/30/15) investment management	\$ 834.76			\$ 834.76
Verizon California - Monthly service/main facility	\$ 223.59	\$ 14.27		\$ 237.86
Verizon California - Monthly service/Emily & SCADA	\$ 366.23			\$ 366.23
WEX Bank - Fuel for District vehicles	\$ 1,030.27	\$ 373.76		\$ 1,404.03
Winema Industrial & Safety Supply - Calibration Gas	\$ 1,069.40			\$ 1,069.40
				\$ -
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 240,297.14	\$ 67,240.54	\$ 64,844.74	\$ 372,382.42

Payroll - Pay Period Ending: August 5 & 19, 2015

\$ 54,934.83

GRAND TOTAL - Fund 4900

\$ 427,317.25