

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
May 19, 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
David Bearman, M.D.
Craig Geyer
Larry D. Meyer

BOARD MEMBERS ABSENT

Eva Turenchalk

STAFF PRESENT

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

OTHERS PRESENT

Sharon Rose, Goleta Sanitary District
Eduardo Galindo
Alicia Harrison

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

(15-05-30)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board approved the minutes of the Regular Board Meeting of May 5, 2015 as written by a 3-0 vote (Director Bearman abstaining).

6. STATUS UPDATE ON GWSD FACILITY UPGRADE PROJECTS

Ed Galindo provided a PowerPoint presentation updating the Board on the status of the three buildings currently being designed. Alicia Harrison of BHFS provided an update regarding permitting issues, timeframes and requirements.

Director Bearman excused himself from the meeting at 7:36PM

7. **REVIEW DRAFT FY 2015-2016 BUDGET DOCUMENT**

The General Manager/Superintendent reviewed the draft FY 2015 – 2016 Budget document and answered questions raised by the Board. The budget document will be revised per direction given at the meeting and brought back to the Board for approval at the next regular Board meeting.

8. **RESOLUTION NO. 15-751: AMENDING APPENDIX “A” OF THE PERSONNEL POLICY/ EMPLOYEE HANDBOOK**

(15-05-31)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved to adopt Resolution No. 15-751: Amending Appendix “A” of the Personnel Policy/Employee Handbook, which provided for a 1% COLA to regular District employees effective July 1, 2015 by the following vote:

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

9. **COMMUNICATIONS**

The communications were noted as received.

10. **REPORTS**

Operations Report

The General Manager provided a report.

Finance Committee Meeting

President Lewis provided a report on the May 8, 2015 meeting.

Personnel Committee Meeting

No report.

Public Relations Committee Meeting

Director Meyer provided a report on the May 7, 2015 meeting.

Goleta Sanitary District Board Meeting

No report. The GSD Board meeting was rescheduled to Friday May 21, 2015.

City of Goleta Council Meeting

No report

IVR&PD Board Meeting

President Lewis provided a report on the May 14, 2015 meeting.

Santa Barbara County Special District Board Meeting

Director Geyer provided a report on the May 6, 2015 meeting.

Other Director Reports

None

11. **FUTURE ITEMS**

None

12. **ADJOURNMENT**

There being no further business, President Lewis adjourned the meeting at 8:03 PM.



Mark Nation, Board Secretary

APPROVED



Dr. David C. Lewis, President

GOLETA WEST SANITARY DISTRICT

Operating Report for April 29, 2015 – May 12, 2015

I. Administration

Completed routine administrative duties.

Continue to enter water consumption data for the FY 2015-2016 commercial billing portion of the tax roll.

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

Attended Finance and Public Relations Committee meetings.

The required no-spill certification for the month of April 2015 was provided to the State CIWQS database.

Staff continues to work on the draft Budget for FY 2015-16.

Staff completed the Mesa Road Project and Easement reconciliation with the University.

II. Collection System Maintenance

Zebron Inc. a manhole rehabilitation contractor is currently rehabbing several manholes in the District. District Staff is inspecting.

During routine CCTV inspection the crew identified a drop inlet to a manhole on Paseo Del Pinion, which has settled thus requiring repair. Tierra Contracting will be making the repair.

The crew completed hydro-cleaning the Santa Barbara Shores area, the Bluffs area and are currently root cutting throughout the District.

Sewer maintenance operations are summarized on the attached sheet.

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

The crew performed easement maintenance at the area behind the Bluffs development and the easement below Ellwood Beach Drive and Mathilda Drive.

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

The entire Staff met and discussed the findings of the quarterly safety inspection.

Staff provided a fee estimate for the Hilton Garden Inn Hotel.

Staff met with an inspector from the Santa Barbara County Air Pollution Control District to conduct an inspection of the Onan Emily emergency generator and the rear axillary engine on the

Elgin Crosswind street sweeper. Both diesel engines are registered in PERP (the statewide Portable Engine Registration Program). All records were current and no issues were sited.

Brian McCarthy, District Chief Inspector attended the 2015 CWEA Annual Conference in San Diego.

Staff attended Southern California Edison (SCE) Power Outage School in Santa Barbara.

III. Industrial Waste

Staff conducted Industrial Wastewater Discharge Permit compliance inspections at Calient Technologies, Inc., Karl Storz Imaging, and Medtronic, Inc.

Staff received and reviewed the required 2nd Quarter Self-Monitoring Report from Lockheed Martin Santa Barbara Focalplane.

Staff inspected TenCate Advanced Armor Design, Inc to determine if they were required to obtain an Industrial Wastewater Discharge Permit. Staff determined that they will not be conducting any wet processes at this site and will not require an Industrial Wastewater Discharge Permit from the District at this time.

Staff corresponded with the Santa Barbara County Environmental Health department and potential restaurant operators at two separate locations to advise them of the District's Grease Interceptor requirements and FOG Program.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

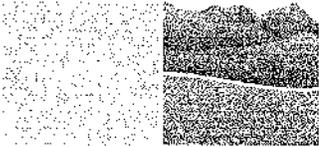
Hours - 35.7
Miles - 264.4
Loads – 16

4/11/15 = 11.28 tons, 4/21/15 = 13.35 tons

- Inspect and unclog all water spray nozzles
- Service air filters on all engines
- Replace all fuel filters on Eagle Street Sweeper
- Routine preventative maintenance checks and services

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	March 2015	MGD 1.5259; 49.06%
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Sewer Operations Cleaning Summary from April 28, 2015 to May 11, 2015

Your environmental partner since 1954

Description	Quantity
Feet Cleaned	
Hydroclean	13,270 ft.
Root Cutting	2,514 ft.
	<hr/>
	15,784 ft.
Lines Cleaned	
Hydroclean	52 lines
Root Cutting	10 lines
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	62 lines

GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
April 29 - May 13, 2015

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
ADP, LLC - Payroll processing for period ending 04/29/15	\$ 212.41	\$ 23.60		\$ 236.01
ADP, LLC - Quarterly documents: shipping & handling	\$ 17.82	\$ 1.98		\$ 19.80
Alliant Insurance Services, Inc. - Annual Crime Insurance Program	\$ 391.50	\$ 43.50		\$ 435.00
Arrowhead Direct - Monthly drinking water & cooler rental	\$ 89.92			\$ 89.92
AT&T - Monthly long distance service	\$ 241.20	\$ 15.40		\$ 256.60
Bank of Sacramento - Mesa Rd. Project Retention Deposit			\$ 8,310.95	\$ 8,310.95
Blueisle Bookkeeping - January - March bank reconciliations	\$ 237.00			\$ 237.00
CalPERS - Pension: 04/30/15 - 05/13/15	\$ 3,393.61	\$ 192.53		\$ 3,586.14
Capital One Commercial - (COSTCO) Maintenance supplies	\$ 312.18			\$ 312.18
County of S.B. Public Works Dept. - Pipe to landfill; Mesa Rd Proj.			\$ 3,606.45	\$ 3,606.45
Dal Pozzo Tires - Repair tire on street sweeper		\$ 45.00		\$ 45.00
Fugro Consultants, Inc. - Soil sampling; New Admin. Bldg. Project			\$ 195.65	\$ 195.65
Geyer, Craig - SBCSDA Chapter Meeting reimbursements	\$ 80.68			\$ 80.68
Geyer, Craig - SBCSDA Board Meeting reimbursements	\$ 53.17			\$ 53.17
Goleta Water District - Monthly service/Emily	\$ 70.42			\$ 70.42
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 575.00			\$ 575.00
MarBorg Industries - 25YD roll-off & recycle fees	\$ 238.72	\$ 954.86		\$ 1,193.58
MarBorg Industries - 25YD roll-off rental fee	\$ 23.94	\$ 95.76		\$ 119.70
McCormix Corp. - Fuel for street sweeper		\$ 78.90		\$ 78.90
Meyer, Larry D. - SBCSDA Meeting reimbursements	\$ 132.24			\$ 132.24
Mission Linen Supply - Monthly uniform service	\$ 707.65	\$ 124.88		\$ 832.53
Mladen Buntich Construction Co, Inc. - Mesa Rd. Project			\$ 157,908.02	\$ 157,908.02
Nation, Mark - SBCSDA Chapter Meeting reimbursement	\$ 40.00			\$ 40.00
SDRMA - Dental/Life insurance premiums	\$ 760.61	\$ 92.61		\$ 853.22
Silvia's Cleaning Company, Inc - April cleaning service	\$ 310.00			\$ 310.00
Southern California Edison - Monthly service/Emily	\$ 224.07			\$ 224.07
Stantec Consulting Services, Inc. - Mesa Rd. construction management			\$ 40,206.57	\$ 40,206.57
TelePacific Communications - Monthly internet service	\$ 204.00			\$ 204.00
The Gas Company - Monthly service/main facility	\$ 75.60			\$ 75.60
Underground Service Alert - April "Dig Alerts"	\$ 48.00			\$ 48.00
US Bank - Quarterly account services	\$ 843.35			\$ 843.35
Velocity Truck Center Ventura County - Filter kit & transmission fluid	\$ 365.76			\$ 365.76
Verizon California - Monthly service/main facility	\$ 227.39	\$ 14.51		\$ 241.90
Verizon California - Monthly service/SCADA	\$ 243.37			\$ 243.37
Verizon California - Monthly service/Emily	\$ 113.46			\$ 113.46
WEX Bank - Fuel for District vehicles	\$ 964.08	\$ 426.66		\$ 1,390.74
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 11,197.15	\$ 2,110.19	\$ 210,227.64	\$ 223,534.98

Payroll - Pay Period Ending: April 29, 2015

\$ 25,221.71

GRAND TOTAL - Fund 4900

\$ 248,756.69