

**MINUTES OF THE REGULAR MEETING  
OF THE GOLETA WEST SANITARY DISTRICT  
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA  
July 5, 2011**

**CALL TO ORDER**

President Geyer called the meeting to order at 7:00 P.M.

**BOARD MEMBERS PRESENT**

Dave Bearman, M.D. (arrived 7:09 PM)

Craig Geyer

Dr. David C. Lewis

Larry D. Meyer

Eva Turenchalk

**STAFF PRESENT**

Diane P. Powers, Secretary; Mr. Mark Nation, General Manager/Superintendent; Mr. Steven A. Amerikaner; General Counsel

**APPROVE THE ORDER OF THE AGENDA**

There was no change to the order of the agenda.

**PUBLIC INPUT**

There was no public input presented at this time.

**MINUTES**

(11-07-40)

Upon a motion by Director Lewis, seconded by Director Turenchalk the Board unanimously approved the minutes of the Special meeting of June 21, 2011 as written.

**PUBLIC HEARING TO PLACE SEWER SERVICE CHARGES ON THE SANTA BARBARA COUNTY TAX ROLL FOR FISCAL YEAR 2011-2012**

President Geyer opened the public hearing at 7:01 PM. There were no members of the public in attendance. President Geyer closed the public hearing at 7:02 PM.

**ACTION ITEMS**

- 1) **Resolution No. 11-728: A Resolution adopting the Sewer Service Charge Report, determining each charge described in the said Report and directing the delivery thereof to the County Auditor of the County of Santa Barbara**

(11-07-41)

Upon a motion by Director Meyer, seconded by Director Lewis the Board unanimously approved to adopt Resolution No. 11-728: A Resolution adopting the Sewer Service Charge Report, determining each charge described in the said Report and directing the delivery thereof to the County Auditor of the County of Santa Barbara.

**AYES:** Geyer, Lewis, Meyer, Turenchalk

**NOES:** None

**ABSTAINED:** None

**ABSENT:** Bearman

**2) Discussion of proposed District Grant Program for Environmental Projects**

President Geyer reported that the Management Committee had met and developed an outline for a possible grant program. Director Lewis spoke against the grant program and acknowledged that the District funds the Adopt-A-Block Program in its entirety. He added that with the threat of possible actions at the state level that this would not be a good time to spend more funds than necessary. Director Meyer mentioned that he would be more comfortable if the District had a specific program in mind that the Board may or may not approve. President Geyer agreed that the District needs to develop a program and recognizes that it will take a great deal of time and effort. Director Turenchalk questioned whether there are other Districts that offer a similar program. Mr. Nation replied that there are other public agencies that have such programs. Director Meyer was concerned about the cost to the District. President Geyer made it clear that unless the District has a well developed program in place he does not wish to move forward.

Director Bearman reminded the Board that it has addressed funding environmental programs in the past and suggested that staff investigate what other agencies are doing in this respect. President Geyer recommended that the Board first develop some guidelines.

Mr. Amerikaner remarked that the District is the granting agency and as such should determine what they want to accomplish, then solicit applications and finally make a decision. He added that the District must also monitor compliance by the grantee and then posed the question to the Board are they ready to hire a grant administrator. Mr. Amerikaner further explained that most granting agencies do not operate on a first come, first serve basis. He noted that someone would need to evaluate the proposals and render a decision and that staff may not be equipped to do this. He suggested that perhaps the Board may wish to hire an outside consultant to review the proposals, and that the Board should not minimize its efforts to properly carry out this program. President Geyer suggested that Jeff Green (Fund for Santa Barbara) may be able to meet with the Management Committee to help the District understand all that is involved. The Board concurred.

**3) Proposal from CDM for Facility Needs Assessment and Optimization Study**

Mr. Nation explained that the Board had directed staff to secure a proposal from CDM for a Facility Needs Assessment and Optimization Study. He went on to say that the Engineering Committee had met and recommends that the Board accept the proposal.

(11-07-42)

Upon a motion by Director Meyer, seconded by Director Turenchalk the Board unanimously approved to accept the proposal from CDM to perform a Facility Needs Assessment and Optimization Study.

**4) Consider revision of Board Policy Handbook**

Mr. Nation explained that the Personnel Committee was asked to review Section 4 of the Board Policy Handbook. The Committee had recommended a revision to Section 4. Director Meyer requested that the reimbursement period be extended to 45 days. President Geyer and Director Turenchalk disagreed. They both believed that 30 days was sufficient. Director Bearman

suggested that the deficiency period be extended to 14 days. President Geyer and Director Turenchalk agreed. Director Meyer then recommended that the reimbursement period be extended to 40 days.

(11-07-43)

Upon a motion by Director Lewis, seconded by Director Bearman the Board approved (Noes: President Geyer and Director Turenchalk) to approve Section 4 of the Board Policy Handbook as amended.

**5) Resolution No. 11-729: A Resolution of the Board of Directors of the Goleta West Sanitary District expressing the District's appreciation to Alexandra M. Barnhill**

(11-07-44)

Upon a motion by Director Meyer, seconded by Director Turenchalk the Board unanimously approved to adopt Resolution No. 11-729: A Resolution of the Board of Directors of the Goleta West Sanitary District expressing the District's appreciation to Alexandra M. Barnhill.

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

**COMMUNICATIONS**

The communications were noted as received.

**REPORTS**

**Operating Report**

There were no questions with regards to the Operating Report.

**Engineering Committee:**

The topic of the June 28, 2011 Engineering Committee Meeting had been addressed earlier as an item on the agenda.

**Management Committee:**

The topic of the June 24, 2011 Management Committee Meeting had been addressed earlier as an item on the agenda.

**Goleta Sanitary District Board Meetings:**

No report was provided.

**Goleta Water District Board Meeting**

Director Turenchalk provided a report on the May 10, 2011 Goleta Water District Board Meeting.

**City of Goleta Council Meeting:**

President Geyer provided a report on the June 16, 2011 City of Goleta Council Meeting.

**SBCSDA Chapter Meeting:**

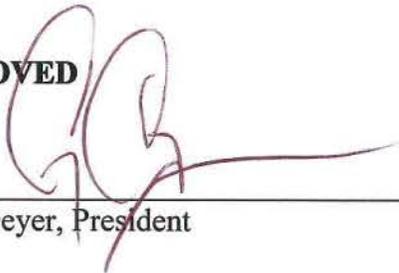
No report was provided.

**ADJOURNMENT**

There being no further business, President Geyer adjourned the meeting at 7:41 P.M.

  
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Diane P. Powers, Secretary

**APPROVED**

  
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Craig Geyer, President

# **GOLETA WEST SANITARY DISTRICT**

## **Operating Report for May 31 – June 29, 2011**

### **I. Administration**

Completed routine administrative duties.

Prepared Board Agenda packets for June 21, 2011 Special Board Meeting and July 5, 2011 Regular Board Meeting.

Completed Financial Report for May 30, 2011.

Worked with Ric Moore of MAPS to prepare the Tax Roll Report for FY 2011-2012.

Attended two webinar training sessions on the new my/CalPERS for both pension and health insurance programs.

Completed the California Employers' Retiree Benefit Trust (CERBT) Disbursement Request for 2010-2011.

Attended two Management Committee meetings.

Staff attended the monthly SBCSDA meeting.

Staff continues to work with Raftelis Financial Consultants on their work to update the GWSD financial plan and the Miscellaneous Fee Study.

GWSD hosted monthly SAMA meeting for June.

Staff met with developers of the Haskell's Landing Project to discuss construction phasing and finalizing the sewer plans, etc.

Staff responded to the property owner at 510 High Grove Lane who complained of problems with drains to sewer. Staff investigated and determined there was no problem with the public sewer. Staff discussed problem with the owner and advised them to call plumber. Not a GWSD problem.

Placed ads to fill a recently vacated Utility Worker position.

Attended Plant user meeting at GSD.

Executed the Adopt-A-Block Agreement for 2011-2012.

### **II. Collection System Maintenance**

Held pre-construction meeting with all associated parties for Embarcadero Del Norte Project. Construction began on Monday June 13, 2011. While potholing for utilities the contractor found that

**Operating Report**  
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communications conduits were not located as shown on the plans. This discovery makes it impossible to complete the bore and jack portion of the project. Staff has had several meetings with the team and the County of SB to expedite a change in the project to trenching the affected portion. Work should commence again on July 5, 2011.

The crew completed hydrocleaning the Offtract Timbers area. 1,616 ft. cleaned since last report.

The crew completed hydrocleaning hotspots throughout the District. 8,921 ft. cleaned since last report.

Santa Barbara surfacing recoated the floor in Pump Station #1.

Tierra Contracting performed manhole maintenance on the Emily Offtract Sewer near Sandpiper Golf Course. Several manholes were lowered closer to grade.

Plan check was performed for UCSB North Campus Faculty Housing Phase 2.

Staff completed and returned the District's 2011 EPA ID Number Questionnaire.

Staff completed PERP renewal for Emily Onan emergency generator and returned it to the Air Resources Board.

Oilfield Electric conducted a survey of the Districts electrical equipment and began working on the required NFPA 70E Standard for Electrical Safety in the Workplace (Arc Flash).

Duthie Power Services performed an annual preventative maintenance service on the District's emergency power generators.

Staff attended the Goleta Slough Management Committee meeting and attended a tour of restoration projects occurring within the Slough.

Staff received Safety Training on Confined Space Entry and Rescue and JSA – Job Safety Analysis training and discussion.

### **III. Industrial Waste**

Staff conducted Second Quarter Industrial Wastewater Discharge Compliance Inspections at the following industries: Bacara Resort & Spa, Karl Storz Imaging, the Delco Groundwater Remediation System, the Groundwater Remediation System operating at Raytheon B-2, DuPont Displays, Costco One Hour Photo, UCSB Engineering Research Centers, Cree Santa Barbara Technology Center.

Staff collected Industrial Wastewater Discharge Compliance samples from the following industries: Bacara Resort & Spa, Karl Storz Imaging, the Delco Groundwater Remediation System, the Groundwater Remediation System operating at Raytheon B-2.

Staff received notification from OTIE that the Groundwater Remediation System located at Raytheon B-2 will be restarted on 6/22/11. This system has been off-line since 2/4/11 and only operated since then for preventative maintenance purposes.

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Staff received and reviewed April & May Groundwater Remediation System discharge meter readings from Hargis + Associates for the former Delco Electronics site.

Staff received and reviewed May Groundwater Remediation System discharge meter readings from Campbell Geo, Inc. for the former Joslyn Electronics site.

Staff received and reviewed May Well Water discharge estimates from Raytheon for groundwater utilized in their industrial processes and discharged to sewer.

#### **IV. Street Sweeping**

Graffiti – none to report at this time

Abandon vehicles – none to report at this time

Hours – 88.1  
Miles – 696.7  
Loads- 46

Net tons-haul date: 5-3-11 = 7.89 tons; 6-2-11 = 9.69 tons

##### **STREET SWEEPER MAINTENANCE**

- Changed oil and filters main in auxiliary engines
- Serviced air filters
- Inspected spray nozzles
- Inspected conveyor belt

##### **Table of Treatment Capacity in GSD Plant**

Goleta West Average Daily Flow	May 2011	MGD 1.6058 51.60%
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**GOLETA WEST SANITARY DISTRICT  
ALLOWANCE OF CLAIMS  
June 16 - 29, 2011**

<b>SERVICES &amp; SUPPLIES</b>	<b>Wastewater O &amp; M</b>	<b>Other Services</b>	<b>Capital Outlay</b>	<b>Total</b>
Acorn Landscape - Monthly maintenance fees	\$ 333.41			\$ 333.41
ADP, Inc. - Payroll processing for period ending 06/15/11	\$ 197.57	\$ 21.95		\$ 219.52
Barricade Pest Control - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - Accounting support services	\$ 1,303.20	\$ 144.80		\$ 1,448.00
Brownstein, Hyatt, Farber, Schreck - Legal services	\$ 4,407.00	\$ 315.20	\$ 716.00	\$ 5,438.20
CalPERS - July 2011 health insurance premium	\$ 10,427.38	\$ 819.18		\$ 11,246.56
CalPERS - Pension; 06/16/11 - 06/29/11	\$ 2,007.44	\$ 170.34		\$ 2,177.78
County of S.B. Public Work Dept. - Embarcadero Del Norte Project			\$ 1,031.11	\$ 1,031.11
Daily Sound - Publish Notice of Report & Hearing	\$ 134.64			\$ 134.64
Goleta Sanitary District - May 2011 treatment, FA, Capital	\$113,209.03		\$ 4,470.90	\$ 117,679.93
Haaker Equipment Co. - Six (6) side brooms for street sweeper		\$ 1,038.50		\$ 1,038.50
Impulse Advanced Communications - Monthly virtual host service	\$ 55.00			\$ 55.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 675.00			\$ 675.00
MarBorg Industries - 25YD roll-off & recycle fees	\$ 164.39	\$ 657.57		\$ 821.96
McCormix Corp. - Bio-diesel for street sweeper		\$ 391.06		\$ 391.06
MNS Engineers, Inc. - Ocean Meadows Golf Course Project			\$ 2,805.00	\$ 2,805.00
PFM Asset Management, LLC - May '11 investment advisory services	\$ 2,717.86			\$ 2,717.86
Roston & Rogers - April 2011 bank reconciliations	\$ 79.00			\$ 79.00
S.B. County Air Pollution Control Dist. - UST remediation project		\$ 295.69		\$ 295.69
Southern California Edison - Monthly service/main facility	\$ 5,628.96			\$ 5,628.96
The Home Depot - Door stop for CCTV	\$ 17.39			\$ 17.39
Reliance Standard Life Insurance Co. - July 2011 LTD insurance	\$ 584.90	\$ 37.49		\$ 622.39
Terrain Consulting - Public awareness & information	\$ 8,001.85			\$ 8,001.85
Tierra Contracting, Inc. - MH maintenance/Emily off-tract		\$ 3,703.07		\$ 3,703.07
Verizon California - Monthly service/main facility	\$ 179.47	\$ 11.46		\$ 190.93
Verizon Wireless - Monthly broadband service	\$ 120.14			\$ 120.14
				\$ -
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>\$150,343.63</b>	<b>\$ 7,606.31</b>	<b>\$ 9,023.01</b>	<b>\$ 166,972.95</b>

Payroll - Pay Period Ending: June 15, 2011

\$ 28,565.93

**GRAND TOTAL - Fund 4900**

**\$ 195,538.88**