

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
July 3, 2012**

CALL TO ORDER

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

BOARD MEMBERS PRESENT

Dave Bearman, M.D.

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

OTHERS PRESENT

Mr. John R. Fox, Director, Goleta Sanitary District

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

(12-07-29)

Upon a motion by Director Geyer, seconded by Director Lewis the Board unanimously approved the minutes of the regular meeting of June 5, 2012 as written.

Public Hearing to place Sewer Service Charges on the Santa Barbara County Tax Roll for Fiscal Year 2012-2013

President Meyer opened the public hearing at 7:01 PM. There were no comments. President Meyer closed the public hearing at 7:02 PM.

ACTION ITEMS

- 1) **Resolution No. 12-735: 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**

(12-07-30)

Upon a motion by Director Geyer, seconded by Director Lewis the Board unanimously approved to adopt Resolution No. 12-735: 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: Bearman, Geyer, Lewis, Meyer, Turenchalk
NOES: None
ABSTAINED: None
ABSENT: None

2) CSDA Board of Directors Election; Region Five, Seat A

Director Geyer spoke in favor of Hugh Rafferty. There were no additional comments about the remaining candidates.

(12-07-31)

Upon a motion by Director Geyer, seconded by Director Bearman the Board unanimously approved to vote for Mr. Hugh Rafferty for the CSDA Board of Directors; Region Five, Seat A.

3) Consider approval of revised Board Policy Handbook

Director Geyer reported that the Board Policy Handbook had been reviewed by the Management Committee. Mr. Nation added that District Counsel had performed the redrafting to comply with any legal requisites. Director Geyer recommended that Section 9.1 be amended, whereby the meeting time would be changed from 7:00 P.M. to 6:30 P.M.

(12-07-32)

Upon a motion by Director Geyer, seconded by Director Turenchalk the Board unanimously approved the revised Board Policy Handbook with the provision that Section 9.1 be amended to read that the Board meetings shall be at 6:30 P.M. and that staff is directed to return to the Board at the August 7, 2012 Board Meeting with an Ordinance that reflects said time change and repeals Ordinance No. 10-79.

4) Resolution No. 12-734: A Resolution Adopting a Records Retention Policy

Following a brief discussion the Board made the following motion.

(12-07-33)

Upon a motion by Director Lewis, seconded by Director Geyer the Board unanimously approved to adopt Resolution No. 12-734: A Resolution adopting a Records Retention Policy.

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

5) Proposal from CDM Smith for Pump Station #2 Remodel

Mr. Nation provided an overview of the proposal and remarked that the Engineering Committee had met and recommends that the Board approve the proposal as presented. Director Turenchalk expressed concern with regards to LEED certification.

(12-07-34)

Upon a motion by Director Geyer, seconded by Director Turenchalk the Board unanimously approved the proposal from CDM Smith for the Pump Station #2 Remodel at a cost not-to-exceed \$255,274.

6) Participation in the 2012 Goleta Lemon Festival

Director Geyer observed that there did not appear to be much of a difference between the \$2,500 Sponsorship Level and the \$5,000 Sponsorship Level. Mr. Nation explained the benefits of the

\$5,000 Sponsorship and that the Public Relations Committee believes that this level of commitment is in the best interest of the District by affording the most exposure at the event. Director Lewis on the other hand would prefer a \$1,250 or \$2,500 Sponsorship Level. Director Turenchalk explained that the Lemon Festival is the largest event in the Goleta Valley and that the District's booth would be in a prominent location and is a worthy investment of the taxpayer's money.

(12-07-35)

Upon a motion by Director Turenchalk, seconded by President Meyer the Board approved (Noes: Bearman) sponsoring the 2012 Goleta Lemon Festival at the Sunshine Level (\$5,000 investment).

COMMUNICATIONS

The communications were noted as received.

REPORTS

Operating Report:

Mr. Nation provided highlights of the operating report.

Engineering Committee Meeting:

Director Lewis remarked that the topic of the June 22, 2012 Engineering Committee was addressed as a line item on the agenda.

Personnel Committee Meeting:

Director Turenchalk provided a report on the June 22, 2012 Personnel Committee Meeting.

Public Relations Committee Meetings:

Director Turenchalk provided a report on the June 11 and 21, 2012 Public Relations Committee Meetings.

Goleta Sanitary District Board Meeting:

President Meyer provided a report on the July 2, 2012 Goleta Sanitary District Board Meeting.

IVR&PD Board Meeting:

Director Lewis provided a report on the June 13, 2012 IVR&PD Board Meeting.

City of Goleta Council Meetings:

Director Geyer provided a report on the June 19, 2012 City of Goleta Council Meeting.

SBCSDA Executive Meeting:

Director Geyer provided a report on the June 6, 2012 SBCSDA Executive Board Meeting.

SBCSDA Chapter Meeting:

President Meyer provided a report on the June 25, 2012 SBCSDA Chapter Meeting.

Finance Committee Meeting:

Director Lewis provided a report on the July 2, 2012 Finance Committee Meeting.

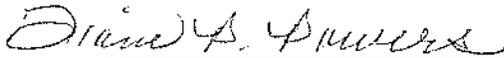
Other Director Reports:

No reports were provided at this time.

FUTURE AGENDA ITEMS

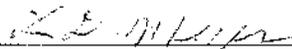
ADJOURNMENT

There being no further business, President Meyer adjourned the meeting at 7:51 P.M.



Diane P. Powers, Secretary

APPROVED



Larry D. Meyer, President

GOLETA WEST SANITARY DISTRICT

Operating Report for May 30 – June 26, 2012

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for July 3, 2012 regular Board Meeting.

Completed Financial Report for period ending May 31, 2012.

Payments received from manual billings for DP High School and elementary schools.

Payments received from Capital Fund Charge billings for UCSB.

Attended multiple Management, Public Relations, Engineering and Personnel Committee meetings.

GWSD took its annual turn and hosted the June SAMA meeting.

Sent the no-spill certification for May 2012 to the State CIWQS program as required.

District Staff met with UCSB to coordinate a shutdown of their UCSB lift station #559 while a contractor works on their force main pipe from that station. For a few hours one day the station will be bypassed to GWSD and the District will charge UCSB for the flow that is diverted.

II. Collection System Maintenance

District Staff continues inspecting the sewer installation at the UCSB North Campus Faculty Housing Phase II development.

District Staff is inspecting as needed at the Bluffs development as construction has restarted at that site.

The crew completed work to clear easements below Ellwood Beach Drive and Mathilda Drive.

The crew is currently root cutting throughout the District with 3,662 ft. cleaned since the last report.

The crew is currently hydro-cleaning the Isla Vista East area with 11,281 ft. cleaned since the last report.

The crew completed hydro-cleaning the Los Carneros Offtract area with 2,706 ft. cleaned since the last report.

The crew completed hydro-cleaning hotspots throughout the District with 4,045 ft. cleaned since the last report.

Ruben Chavez and Joey Hilliard attended the CWEA local section training at the Simi Valley WWTP.

The crew performed major repairs to the flail mower to the tractor.

The crew installed a new seal bleeding assembly on one of the pumps in PS#1.

Technicians from Flo-Systems replaced a leaking mechanical seal on the Roiline pump which, was under warranty.

Staff met with an engineer working on the proposed restoration of Ocean Meadows Golf Course regarding District lines and access in that area. Staff also attended a planning meeting for this project with other agencies, NGO's and the public.

Staff met with an inspector from SB County APCD regarding the District's stationary emergency standby generator. The inspector had favorable comments regarding the generator O&M and recordkeeping.

Staff completed the 2012 EPA ID Number Verification Questionnaire.

Staff received safety training on the following subjects: Confined Space Non-Entry Rescue, Fall Protection, and Respiratory Protection.

III. Industrial Waste

Staff conducted Industrial Wastewater Discharge Compliance Inspections at the following permitted facilities: BEI Encoders, Transphorm, Allergan Medical, Cree SB Technology Center, DuPont Displays, two FLIR facilities, the Bacara Resort & Spa, Costco One Hour Photo, and Delco Groundwater Remediation System

Staff collected Industrial Wastewater Discharge Compliance Samples from the following permitted facilities: Allergan Medical, two FLIR facilities, the Bacara Resort & Spa, Costco One Hour Photo, and Delco Groundwater Remediation System

Staff collected Non-Industrial Source Control (NISC) samples from three designated sample locations within the District.

Staff received and reviewed May well water discharge estimates from Raytheon for water used in their industrial processes and discharged to the GWSD collection system.

Staff received and reviewed April Groundwater Remediation System Discharge meter readings from Hargis + Associates for the Delco site.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicles – none to report at this time

Hours – 82.3

Miles – 582.9

Loads - 41

6/5/12 = 7.93 tons, 6/13/12 = 5.82 tons, 5/16/12 = 10.24 tons

Extra sweeping was performed in Isla Vista during summer break

STREET SWEEPER MAINTENANCE

- Air filters
- Replaced brooms

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	May 2012	MGD 1.5568 50.06%
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GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
 May 30 - June 26, 2012

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
ADP, Inc. - Payroll processing for period ending 05/30/12	\$ 186.83	\$ 20.76		\$ 207.59
Arrowhead direct - Monthly cooler rental & drinking water	\$ 46.51			\$ 46.51
AT&T - Monthly long distance service	\$ 276.90	\$ 17.67		\$ 294.57
AT&T Mobility - Monthly wireless phone service	\$ 108.66			\$ 108.66
Barricade Pest Control - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - Accounting services	\$ 247.50	\$ 27.50		\$ 275.00
Blueisle - April bank reconciliations	\$ 79.00			\$ 79.00
Brownstein, Hyatt, Farber, Schreck - Legal services		\$ 9,931.50	\$ 1,220.00	\$ 11,151.50
Brownstein, Hyatt, Farber, Schreck - Legal services	\$ 164.30			\$ 164.30
CalPERS - Pension contributions; 05/31/12 - 06/13/12	\$ 2,530.96	\$ 185.06		\$ 2,716.02
Campbell-Geo, Inc. - UST Remediation System Progress Billing		\$ 3,734.00		\$ 3,734.00
CDM Smith - Mesa Road Project			\$ 4,793.89	\$ 4,793.89
CWEA - Certificate renewal; R. Chavez	\$ 80.00			\$ 80.00
FedEx Office - Bound copies of FY 2012-13 budget document	\$ 171.52			\$ 171.52
Geyer, Craig - SBCSDA Exec. Mtg ; travel & meal reimbursement	\$ 59.08			\$ 59.08
Goleta Building Materials, Inc. - 6 bags limestone road base	\$ 310.32			\$ 310.32
Goleta Sanitary District - Plant Upgrade Billing #14			\$ 767,499.00	\$ 767,499.00
Goleta Water District - Monthly service/Emily	\$ 55.93			\$ 55.93
Grainger - Electric motor grease	\$ 53.45			\$ 53.45
Haaker Equipment Co. - Sweeper repair		\$ 1,747.84		\$ 1,747.84
HSBC Business Solutions - Maintenance supplies	\$ 68.87			\$ 68.87
Impulse - Monthly virtual host service	\$ 55.00			\$ 55.00
Interstate Billing Service, Inc. - Parts for Vactor & street sweeper	\$ 177.93	\$ 189.32		\$ 367.25
Lenz Pest Control - Quarterly service for ants	\$ 120.00			\$ 120.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 675.00			\$ 675.00
MarBorg Industries - 25YD roll-off & recycle fees	\$ 177.16	\$ 708.62		\$ 885.78
MarBorg Industries - 25YD roll-off rental	\$ 20.46	\$ 81.84		\$ 102.30
MarBorg Industries - 25YD roll-off & recycle fees	\$ 143.89	\$ 575.57		\$ 719.46
MarBorg Industries - 25YD roll-off & recycle fees	\$ 113.51	\$ 454.03		\$ 567.54
McCormix Corp. - Fuel for street sweeper		\$ 265.25		\$ 265.25
McCormix Corp. - Fuel for street sweeper		\$ 151.34		\$ 151.34
Meyer, Larry D. - SBCSDA meeting reimbursements	\$ 129.60			\$ 129.60
Mission Linen Supply - Monthly uniform service	\$ 668.83	\$ 118.03		\$ 786.86
Office Depot - Office supplies	\$ 192.16			\$ 192.16
Raftelis Financial Consultants, Inc. - Rate Study Update		\$ 255.00		\$ 255.00
Russ Jones Metalworks - Repair broken cast iron lever	\$ 40.00			\$ 40.00
Silvia's Cleaning Service - Monthly cleaning service	\$ 350.00			\$ 350.00
Southern California Edison - Monthly service/Emily	\$ 284.00			\$ 284.00
Southern California Edison - Monthly service/main facility	\$ 3,535.31			\$ 3,535.31
Specialty Tool & Bolt - Parts for Roiline Pump	\$ 113.14			\$ 113.14
TelePacific Communications - Monthly internet service	\$ 185.00			\$ 185.00
The Gas Company - Monthly service/main facility	\$ 44.68			\$ 44.68
Titan Industrial & Safety Supply, Inc. - Annual Fit Testing	\$ 500.00			\$ 500.00

Allowance of Claims				
May 30 - June 26, 2012				
Page Two				
Underground Service Alert - May "Dig Alerts"	\$ 48.00			\$ 48.00
Van Buren Consulting - Computer support services	\$ 325.00			\$ 325.00
Verizon California - Monthly service/Emily	\$ 139.20			\$ 139.20
Verizon Communications - Monthly service/SCADA	\$ 212.32			\$ 212.32
Verizon Wireless - Monthly broadband service	\$ 120.14			\$ 120.14
Wright Express FSC - Fuel for Deistrict vehicles	\$ 920.29	\$ 102.77		\$ 1,023.06
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 13,830.45	\$ 18,566.10	\$ 773,512.89	\$ 805,909.44

Payroll - Pay Period Ending: May 30 & June 13, 2012 \$ 52,185.67

GRAND TOTAL - Fund 4900 **\$ 858,095.11**