

**MINUTES OF THE REGULAR MEETING  
OF THE GOLETA WEST SANITARY DISTRICT  
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA  
December 3, 2013**

**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.

**CALL TO ORDER**

President Turenchalk called the meeting to order at 6:30 PM.

**ROLL CALL: BOARD MEMBERS PRESENT**

Eva Turenchalk  
David Bearman, M.D.  
Craig Geyer  
Dr. David C. Lewis  
Larry D. Meyer

**BOARD MEMBERS ABSENT**

None

**STAFF PRESENT**

Mr. Mark Nation, General Manager/Superintendent  
Mr. Steven A. Amerikaner, General Counsel  
Mr. Dylan Johnson, Brownstein, Hyatt, Farber, Schreck

**OTHERS PRESENT**

Ms. Danna McGrew – Bartlett, Pringle & Wolf, LLC  
Jerry D. Smith – Director, Goleta Sanitary District

**APPROVE THE ORDER OF THE AGENDA**

There was no change to the order of the agenda.

**PUBLIC COMMENT**

None

**MINUTES**

(13-12-71)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved the minutes of the Regular Board Meeting of November 5, 2013 as written.

**DISCUSSION-ACTION ITEMS**

**1) Presentation of the FY 2012-2013 Annual Financial Statements**

Ms. Danna McGrew of Bartlett, Pringle & Wolf, LLC discussed the financial statements in detail and answered questions from the Board.

(13-12-72)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously accepted the FY 2012-2013 Financial Statements.

2) **Ordinance No. 13-84: Regulating the Discharge of Industrial Waste and the Pretreatment of Industrial Waste in the GWSD**

**Resolution No. 13-744: Adopting the Enforcement Response Plan for Ordinance No. 13-84 Regulating the Discharge and Pretreatment of Industrial Waste**

President Turenchalk opened the public hearing concerning Ordinance No. 13-84 at 7:02PM. Hearing no public comments the public hearing was closed at 7:03PM.

Staff and Counsel provided an overview of the process used to develop the Ordinance and the changes as compared to the existing pretreatment Ordinance. Staff also provided an overview of the Enforcement Response Plan.

(13-12-73)

Upon a motion by Director Geyer, seconded by President Turenchalk, the Board adopted Ordinance No. 13-84; An Ordinance regulating the discharge of industrial waste and the pretreatment of industrial waste in the Goleta West Sanitary District by the following roll call vote:

Ayes: Turenchalk, Bearman, Geyer, Lewis, Meyer  
Noes: None  
Abstained: None  
Absent: None

(13-12-74)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board adopted Resolution No. 13-744; A Resolution of the Board of Directors of the Goleta West Sanitary District adopting the Enforcement Response Plan for Ordinance No. 13-84 regulating the discharge and pretreatment of industrial waste by the following roll call vote:

Ayes: Turenchalk, Bearman, Geyer, Lewis, Meyer  
Noes: None  
Abstained: None  
Absent: None

**3) Election of Board Officers and Secretary for Calendar Year 2014**

(13-12-75)

Upon a motion by Director Meyer, seconded by Director Lewis, the Board unanimously elected Director Bearman to serve as President of the Governing Board for calendar year 2014.

(13-12-76)

Upon a motion by Director Meyer, seconded by Director Bearman, the Board unanimously elected Director Lewis to serve as Vice - President of the Governing Board for calendar year 2014.

(13-12-77)

Upon a motion by Director Meyer, seconded by Director Geyer, the Board unanimously elected Mark Nation to serve as Secretary of the Governing Board for calendar year 2014.

**COMMUNICATIONS**

The communications were noted as received.

**REPORTS**

**Operations Report**

The General Manager/Superintendent provided a report

**Engineering Committee Meeting**

Director Lewis provided a report on the November 7, 2013 meeting.

**Finance Committee Meeting**

Director Lewis provided a report on the November 19, 2013 meeting.

**Management Committee Meeting**

Director Geyer provided a report on the November 18, 2013 meeting.

**Goleta Sanitary District Board Meetings**

Director Meyer provided a report on the November 18 and December 2, 2013 Goleta Sanitary District Board meetings.

**Goleta Water District Board Meeting**

President Turenchalk provided a report on the November 12, 2013 meeting.

**IVR&PD Board Meeting**

Director Lewis provided a report on the November 14, 2013 meeting.

**City of Goleta Council Meeting**

No report.

**SBCSDA Executive Board Meeting**

Director Meyer provided a report on the November 6, 2013 meeting.

**SBCSDA Chapter Meeting**

Director Geyer provided a report on the November 22, 2013 meeting.

**Other Director Reports**

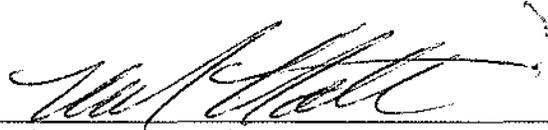
No other reports

**Future Agenda Items**

For next Board agenda – LAFCO Selection Committee GWSD appointee.

**ADJOURNMENT**

There being no further business, President Turenchalk adjourned the meeting at 7:32PM.



Mark Nation, Board Secretary

**APPROVED**



Eva Turenchalk, President

# GOLETA WEST SANITARY DISTRICT

## Operating Report for October 30 – November 26, 2013

### **I. Administration**

Completed routine administrative duties.

Prepared Board Agenda packet for December 3, 2013 Regular Board Meeting.

Completed October 2013 Financial Report.

Submitted Transparency Certificate of Excellence application packet to the Special District Leadership Foundation.

Attended CalPERS CERBT webinar.

Updated contract with Sansum Clinic for pre-employment physicals, DMV physicals and Workers' Compensation.

Attended multiple Finance Committee meetings and Management and Engineering Committee meetings.

Staff received the news that the Special District Leadership Foundation had analyzed the District's application for the SDLF Transparency Certification and the District has been approved for this achievement. Arrangements are being made for the presentation of the award.

District Staff has been working closely with Consultant and District Counsel to prepare documents for the District's new Pretreatment Ordinance, Pretreatment Enforcement Response Plan and Permit.

Completed the no-spill certification for the month of October 2013 on the state CIWQS database as required.

Staff completed review of the Actuarial Study of Retiree Health Liabilities and revisions to the document are underway by the consultant.

Staff completed review and work on the audited financial statements.

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

The crew completed root cutting and hotspots throughout the District and completed hydro cleaning of the BEI Offtract area. Line cleaning is summarized on the attached sewer operations summary sheet.

The entire crew received safety training on hearing protection and emergency response activities.

Staff continues to work on revisions to the District's Sewer System Management Plan as required by new regulations from the State Water Resources Control Board.

Oilfield Electric came out to certify the breakers that were replaced and will now finalize the OSHA required Arc/Flash study.

Plan check was performed for the following:

- Plan Review continuing for sewer improvements at Westar development.
- St. George properties on Del Playa near El Embarcadero.
- Tenant Improvements at 6775 Hollister Ave. (Flir)

Staff continues inspecting as needed at the Haskell's Landing and Willow Springs II developments.

The crew performed all the routine maintenance and exercising of equipment for the month of November including running generators, pumps and equipment and exercising valves.

The crew began the year-end maintenance that is performed on all the District's vehicles and equipment.

Staff received and filed a permit modification from ARB for the District's Gorman Rupp portable diesel powered trash pump designating it as "emergency use only".

### **III. Industrial Waste**

Staff continues to work on Industrial Wastewater Discharge Permit renewals and is in the process of drafting new Permits for all of the permitted Industrial Wastewater Dischargers within the District.

Staff conducted Industrial Wastewater Discharge Permit compliance inspection at the following facilities: BEI Encoders, Calient Networks, the Hargis/Delco Electronics Groundwater Remediation Site, Lockheed Martin Santa Barbara Focalplane, two Raytheon facilities, and Transphorm.

Staff collected Industrial Wastewater Discharge Permit compliance samples from the following industries: two FLIR facilities, the Hargis/Delco Electronics Groundwater Remediation System.

Staff received September and October discharge estimates from Raytheon for well water used in their industrial processes and discharged to the sewer.

Staff conducted restaurant FOG inspections and corresponded with service providers regarding grease interceptor service records.

### **IV. Street Sweeping**

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours – 41.9

Miles – 441

Loads – 29

#### **STREET SWEEPER MAINTENANCE**

- J. Hayes Truck & Equipment Repair diagnosed solenoid malfunction and diagnosed ECU. Replaced crank position sensor on Eagle
- Rotated blower head hose

**Table of Treatment Capacity in GSD Plant**

Goleta West Average Daily Flow	October 2013	MGD 1.8416; 59.21%
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**GOLETA WEST SANITARY DISTRICT**  
**ALLOWANCE OF CLAIMS**  
**October 30 - November 26, 2013**

<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 10/16/13	\$ 202.55	\$ 22.50		\$ 225.05
ADP, Inc. - Delivery of tax reports	\$ 17.82	\$ 1.98		\$ 19.80
ADP, Inc. - Payroll processing for period ending 10/30/13	\$ 202.55	\$ 22.51		\$ 225.06
Alternative Digital Printing - Copies of revised Board Policy Handbook	\$ 73.63			\$ 73.63
Arrowhead Direct - Drinking water & monthly cooler rental	\$ 62.67			\$ 62.67
AT&T - Monthly long distance service/main facility	\$ 167.45	\$ 10.69		\$ 178.14
AT&T Mobility - Monthly cell phone service	\$ 256.26			\$ 256.26
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - Audit and accounting services	\$ 7,535.70	\$ 837.30		\$ 8,373.00
Blueisle Bookkeeping - October bank reconciliations	\$ 79.00			\$ 79.00
CalPERS - Pension contributions; 10/17/13 - 10/30/13	\$ 3,315.70	\$ 190.65		\$ 3,506.35
CalPERS - Pension contributions; 10/31/13 - 11/13/13	\$ 3,409.24	\$ 190.65		\$ 3,599.89
CalPERS - December health insurance premiums	\$ 9,887.67	\$ 992.61		\$ 10,880.28
CalPERS - Pension contributions; 11/14/13 - 11/27/13	\$ 3,326.03	\$ 190.65		\$ 3,516.68
Cardmember Service - Mtg expenses, postage, operating supplies	\$ 604.93	\$ 285.59		\$ 890.52
CDM Smith - New Administrative Building Project			\$ 3,976.49	\$ 3,976.49
Cintas First Aid & Safety - First aid supplies	\$ 81.12			\$ 81.12
CSDA - 2014 Membership Dues	\$ 4,919.00			\$ 4,919.00
CWEA - Certification prep & Grade II exam; j Hilliard	\$ 200.00			\$ 200.00
Geyer, Craig - SBCSDA Chapter Meeting meal reimbursement	\$ 40.00			\$ 40.00
Geyer, Craig - SBCSDA Board Mtg. meal/travel reimbursements	\$ 58.82			\$ 58.82
Goleta Sanitary District - Sept. treatment, FA, Outfall SRFL	\$ 148,224.64		\$ 7,321.97	\$ 155,546.61
Goleta Sanitary District - Plant Upgrade Project			\$ 23,871.67	\$ 23,871.67
Goleta Sanitary District - Plant Upgrade Project			\$ 23,366.72	\$ 23,366.72
Goleta Sanitary District - October treatment & fixed assets	\$ 155,988.32		\$ 9,331.79	\$ 165,320.11
Goleta Water District - Monthly service/Emily	\$ 68.02			\$ 68.02
Haaker Equipment Company - Parts & service for Vactor	\$ 1,457.37			\$ 1,457.37
Haaker Equipment Company - Parts for Vactor	\$ 15.59			\$ 15.59
Impulse Advanced Communications - Monthly virtual host service	\$ 55.00			\$ 55.00
J. Hayes Truck & Equipment Repair - Repair work on Eagle sweeper		\$ 550.00		\$ 550.00
Larrys Auto Parts - Oil & oil filters	\$ 291.73			\$ 291.73
Larry Walker Associates - Pretreatment Program Documents Update		\$ 2,478.75		\$ 2,478.75
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 700.00			\$ 700.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 700.00			\$ 700.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 700.00			\$ 700.00
MarBorg Industries - 25YD roll-off & recycle fees	\$ 131.78	\$ 527.13		\$ 658.91
MarBorg Industries - 25YD roll-off & recycle fees	\$ 147.23	\$ 588.90		\$ 736.13
MarBorg Industries - 25YD roll-off rental	\$ 27.21	\$ 108.85		\$ 136.06
McCormix Corp. - Fuel for street sweeper		\$ 100.37		\$ 100.37
Meyer, Larry D. - SBCSDA meal & travel reimbursements	\$ 93.68			\$ 93.68
Mission Linen Supply - Monthly uniform service	\$ 602.60	\$ 106.34		\$ 708.94
Office Depot - Office supplies	\$ 363.69			\$ 363.69

Allowance of Claims

October 30 - November 27, 2013

Page Two

MNS Engineers, Inc. - New Administration Building Project			\$ 17,343.17	\$ 17,343.17
Russ Jones Metalworks - Floor plate for Diversion Structure	\$ 165.00			\$ 165.00
SDRMA - November Dental/Life Insurance premiums	\$ 885.99	\$ 106.98		\$ 992.97
SDRMA - December Dental/Life Insurance premiums	\$ 885.99	\$ 106.98		\$ 992.97
Silvia's Cleaning Service - Monthly cleaning service	\$ 387.50			\$ 387.50
Southern California Edison - Monthly service/Emlly	\$ 339.60			\$ 339.60
Southern California Edison - Monthly service/main facility	\$ 3,790.68			\$ 3,790.68
TelePacific Communications - Monthly internet service	\$ 204.00			\$ 204.00
Terrain Consulting - Newsletter, PR Mtgs., website updates		\$ 13,151.91		\$ 13,151.91
The Gas Company - Monthly service/main facility	\$ 56.92			\$ 56.92
The Home Depot - Maintenance supplies	\$ 149.85	\$ 52.87		\$ 202.72
3T Equipment Company, Inc. - Repairs to TV camera	\$ 816.83			\$ 816.83
Turechalk, Eva - SBCSDA Chapter Mtg. meal reimbursement	\$ 40.00			\$ 40.00
Underground Service Alert - October "Dig Alerts"	\$ 37.50			\$ 37.50
US Bank - Monthly transaction services	\$ 1,052.64			\$ 1,052.64
Van Buren Consulting - Computer support services	\$ 440.00			\$ 440.00
Verizon California - Monthly service/main facility	\$ 206.89	\$ 13.21		\$ 220.10
Verizon California - Monthly service/SCADA	\$ 229.40			\$ 229.40
Verizon California - Montly service/Emlly	\$ 155.81			\$ 155.81
WEX Bank - Fuel for District vehicles	\$ 673.42	\$ 443.00		\$ 1,116.42
				\$ -
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>\$ 354,958.43</b>	<b>\$ 21,080.42</b>	<b>\$ 85,211.81</b>	<b>\$ 461,250.66</b>

Payroll - Pay Period Ending: October 30 & November 13, 2013

\$ 52,975.24

**GRAND TOTAL - Fund 4900**

**\$ 514,225.90**