

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
October 1, 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

OTHERS PRESENT

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

(13-10-61)

Upon a motion by Director Lewis, seconded by Director Geyer, the Board unanimously approved the minutes of the Regular Board Meeting of September 17, 2013 as written.

DISCUSSION-ACTION ITEMS

- 1) **Appointments of Directors to District Committees and Liaisons to Other Public Agencies**

President Turenchalk recused herself from the meeting and left the room. Vice -- President Bearman chaired the meeting at this time.

(13-10-62)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved to appoint President Turenchalk as follows:

- Management Committee – Alternate Representative
- Public Relations Committee – Chair
- Personnel Committee – Member
- Isla Vista Recreation & Park District – Alternate Representative
- Goleta Water District – Representative
- City of Santa Barbara Council Meetings - Alternate Representative
- County of Santa Barbara Board of Supervisors Meetings - Alternate Representative

Note: President Turenchalk returned to the meeting following this agenda item and resumed her position as Chair of the meeting.

2) Draft Fall 2013 Newsletter

(13-10-63)

Upon a motion by Director Meyer, seconded by Director Geyer, the Board approved by the following vote to approve publishing the fall 2013 newsletter as written.,

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

3) Review 2012-2013 Adopt-A-Block Annual Report

Director Geyer reported that the Management Committee met with the AAB Supervisor and recommends accepting the report.

(13-10-64)

Upon a motion by Director Meyer, seconded by Director Bearman, the Board unanimously approved to accept the Adopt-A-Block 2012-2013 annual report as presented.

4) Proposal from MNS Engineers for Survey Services in Support of the New Administration Building Project

The General Manager provided a brief overview of the proposal.

(13-10-65)

Upon a motion by Director Geyer, seconded by President Turenchalk, the Board unanimously approved to accept the proposal from MNS Engineers, Inc. for survey services in support of the New Administration Building Project at a cost not-to-exceed \$17,560.

COMMUNICATIONS

The communications were noted as received.

REPORTS

Operations Report

General Manager provided a report

Management Committee Meeting

Director Geyer provided a report on the September 23, 2013 meeting.

Public Relations Committee Meeting

President Turenchalk provided a report on the September 23 & 25, 2013 meetings.

Finance Committee Meeting

No report. The meeting was rescheduled to a later date.

IVR&PD Board Meeting

Director Lewis provided a report on the September 26, 2013 meeting.

City of Goleta Council Meeting

No report

SBCSDA Executive Meeting

Director Geyer provided a report on the September 23, 2013 meeting.

Goleta Sanitary District Board Meeting

Director Meyer provided a report on the September 25, 2013 Goleta Sanitary District Board meeting.

Other Director Reports

None

Future Agenda Items

None

CLOSED SESSION

The Board went into closed session at 7:04PM.

The Board returned from closed session at 7:13PM.

The Board reviewed the General Manager's employment contract during the closed session. No action was taken.

ADJOURNMENT

There being no further business, President Turenchalk adjourned the meeting at 7:15PM.



Mark Nation, Board Secretary

APPROVED



Eva Turenchalk, President

GOLETA WEST SANITARY DISTRICT

Operating Report for September 11 – September 24, 2013

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for October 1, 2013 Regular Board Meeting.

Completed August 2013 Financial Report.

Distributed new health insurance Marketplace Coverage information to all District employees as required by October 1, 2013.

Attended multiple Public Relations Committee meetings and a Management Committee meeting.

Staff has been working with Terrain Consulting on the fall newsletter.

Staff has been working with CDM Smith regarding the new administration building.

Staff attended monthly SBCSDA chapter meeting.

II. Collection System Maintenance

Staff supported the PEP Touch-a-Truck event on Sunday September 15th with both the sweeper and the Vactor truck.

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

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

Plan Check was performed for tenant improvements at the new location of FLIR at 6775 Hollister Ave.

Tierra Contracting placed a blind flange in place of the valve to the old Pump Station #2.

Pro-tech Coatings rehabilitated a manhole near El Colegio and Los Carneros Rd. The manhole suffered from I&I, which was sealed then an epoxy coating was applied inside the manhole.

Staff met with representative from Oilfield Electric who is completing the electrical system analysis as part of the OSHA required Arc Flash Study. No major problems were found thus far.

Staff continues inspecting as needed at the Haskell's Landing development.

The crew is currently refurbishing/painting inside the diversion structure to PS#1.

Staff completed a plan check for tenant improvements at Wells Fargo Bank on Pardall Road in IV.

Staff completed a demolition clearance for a Single Family Residence (SFR) at 6563 Del Playa Drive in IV.

The District's three SCBA's (Self Contained Breathing Apparatus) were Hydro tested and refilled.

III. Industrial Waste

Staff conducted Industrial Wastewater Permit compliance inspections at BEI Industrial Encoders, Inc., Lockheed Martin SB Focalplane, and two permitted Raytheon facilities.

Staff collected Industrial Wastewater Permit compliance samples from BEI Industrial Encoders, Inc. and two permitted Raytheon facilities.

Staff met with Edison Contractor and provided them with sewer as-built plans for them to make copies of for the Westar Development on Hollister Avenue.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours – 33.8

Miles – 247.7

Loads – 16

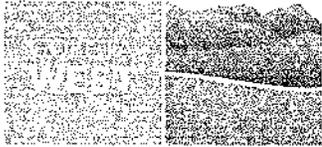
8/23/13 = 12.80 tons, 9/05/13 = 10.36 tons

STREET SWEEPER MAINTENANCE

- Serviced upper hopper door pin and hinge
- Replaced auxiliary engine oil pressure switch
- Serviced air filter

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	August 2013	MGD 1.5428; 49.61%
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Sewer Operations Cleaning Summary from September 11, 2013 to September 23, 2013

Water Environmental Control Center 1994



Feet Cleaned

Hot Spot	2,309 ft.
Root Cutting	700 ft.
Hydroclean	391 ft.
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	3,400 ft.

Lines Cleaned

Hot Spot	9 lines
Root Cutting	2 lines
Hydroclean	1 line
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	12 lines

Other Work Orders

Parcel Permit	1 Work Order
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	1 Work Order

**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
September 11 - 24, 2013**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
ADP, Inc. - Payroll processing for period ending 09/04/13	\$ 217.44	\$ 24.16		\$ 241.60
Alternative Digital Printing - Copies of Board Policy Handbook	\$ 63.10			\$ 63.10
AMI Pipe & Supply, Inc. - Fit tests; MSA mask; O2 sensors	\$ 1,094.92			\$ 1,094.92
Aquatics - Hydro test & air refill for SCBAs	\$ 135.00			\$ 135.00
AT&T Mobility - Monthly cell phone service	\$ 256.27			\$ 256.27
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - Progress billing; 2012-13 audit	\$ 8,149.50	\$ 905.50		\$ 9,055.00
Blucisle Bookkeeping - July bank reconciliations	\$ 79.00			\$ 79.00
Bob Woolever's Tire Shoppe - Repair Chevy S-10 truck	\$ 1,095.24			\$ 1,095.24
Brownstein Hyatt Farber Schreck - Legal services	\$ 2,923.00		\$ 2,920.00	\$ 5,843.00
California Dept. of Fish & Wildlife - Mesa Road Project			\$ 840.25	\$ 840.25
CalPERS - October health insurance premiums	\$ 9,887.67	\$ 992.61		\$ 10,880.28
CalPERS - Pension; 09/05/13 - 09/18/13	\$ 3,265.42	\$ 190.65		\$ 3,456.07
Campbell-Geo, Inc. - Progress billing; Soil & Soil Gas Evaluation		\$ 1,221.70		\$ 1,221.70
Cintas First Aid & Supply - First aid supplies	\$ 101.60			\$ 101.60
Goleta Sanitary District - July treatment w/June net credit	\$ 58,675.29			\$ 58,675.29
Goleta Sanitary District - August treatment	\$ 96,242.40			\$ 96,242.40
Goleta Valley Chamber of Commerce - Lemon Festival sponsorship		\$ 5,000.00		\$ 5,000.00
Goleta Valley Paint - Painting supplies for Diversion Structure	\$ 97.20			\$ 97.20
Haaker Equipment Company - Parts for street sweeper		\$ 129.70		\$ 129.70
Haaker Equipment Company - Low water light for Vactor	\$ 21.89			\$ 21.89
Haaker Equipment Company - Oil pressure switch for sweeper		\$ 68.57		\$ 68.57
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 675.00			\$ 675.00
Mae Tools - Tools for Chevy Truck	\$ 38.86			\$ 38.86
MarBorg Industries - 25YD roll-off & recycle fees	\$ 233.18	\$ 932.73		\$ 1,165.91
MarBorg Industries - 25YD roll-off & recycle fees	\$ 195.12	\$ 780.47		\$ 975.59
Milpas Rental, Inc. #2 - Trencher rental		\$ 147.52		\$ 147.52
Mission Masonry - Rebuild block wall in storage yard		\$ 3,150.00		\$ 3,150.00
PFM Asset Management LLC - August investment services	\$ 1,753.96			\$ 1,753.96
ProTech Coatings - Manhole rehabilitation			\$ 6,874.00	\$ 6,874.00
Reliance Standard Life Insurance Co. - Oct. LTD premiums	\$ 599.18	\$ 37.49		\$ 636.67
Southern California Edison - Monthly service/main facility	\$ 4,905.88			\$ 4,905.88
Verizon California - Monthly service/Emlly	\$ 155.59			\$ 155.59
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 190,961.71	\$ 13,581.10	\$ 10,634.25	\$ 215,177.06

Payroll - Pay Period Ending: September 18, 2013

\$ 24,249.94

GRAND TOTAL

\$ 239,427.00