

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
March 1, 2016**

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 Geyer called the meeting to order at 6:30PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

David Bearman, M.D.

STAFF PRESENT

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

OTHERS PRESENT

John Fox, Goleta Sanitary District

3. APPROVE THE ORDER OF THE AGENDA

No change was made to the order of the agenda.

4. PUBLIC COMMENT

None.

5. APPROVAL OF THE MINUTES

(16-03-14)

Upon a motion by Director Lewis, seconded by Director Turenchalk, the Board unanimously approved the minutes of the Special Board Meeting of February 16, 2016 as written.

6. CITY OF GOLETA SPHERE OF INFLUENCE CHANGE

The Board discussed the City of Goleta's proposed sphere of influence change. No action was taken.

7. ORDINANCE NO. 16-87: PERTAINING TO THE HOLDING AND CONDUCT OF BOARD MEETINGS AND REPEALING ORDINANCE NO. 14-85

(16-03-15)

Upon a motion by Director Lewis, seconded by Director Turenchalk, the Board adopted Ordinance No. 16-87: Pertaining to the holding and conduct of Board Meetings and repealing Ordinance No. 14-85 by the following roll call vote:

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

8. **CONSIDERATION TO AMEND THE BOARD POLICY HANDBOOK: SECTION 19: PAPERLESS AGENDA AND TABLET USE POLICY**

(16-03-16)

Upon a motion by Director Meyer, seconded by President Geyer, the Board unanimously approved Section 19 of the Board Policy Handbook as written and directed staff to take the necessary steps to implement the District's shift to paperless agendas.

9. **SECOND QUARTER FY 2015-2016 FINANCIAL REPORT**

(16-03-17)

Upon a motion by Director Meyer, seconded by Director Lewis, the Board unanimously accepted the Second Quarter FY 2015-2016 Financial Report as written.

10. **CONSIDERATION OF COLA FOR GENERAL MANAGER/SUPERINTENDENT**

(16-03-18)

Upon a motion by Director Turenchalk, seconded by Director Lewis, the Board unanimously approved to provide a 1% cost-of-living adjustment for the General Manager/Superintendent effective July 1, 2015 for fiscal year 2015-2016.

11. **COMMUNICATIONS**

The communications were noted as received.

12. **REPORTS**

Operations Report

The General Manager provided a report.

Management Committee Meeting

President Geyer provided a report on the February 26, 2016 meeting.

Finance Committee Meeting

Director Lewis provided a report on the February 29, 2016 meeting.

Goleta Sanitary District Board Meetings

Director Meyer provided a report on the February 17, 2016 Board meeting.

City of Goleta Council Meeting

No report.

SBCSDA Chapter Meeting

President Geyer reported on the February 22, 2016 meeting.

Other Director Reports

None.

13. FUTURE AGENDA ITEMS

None.

The Board went into closed session at 6:54PM.

14. CLOSED SESSION: Public Employee Performance Evaluation

(Gov't Code Section 54957)

Employee: General Manager/Superintendent

a. Quarterly Update Report (4th Quarter, 2015)

No reportable action was taken.

15. CLOSED SESSION: Conference with Labor Negotiator

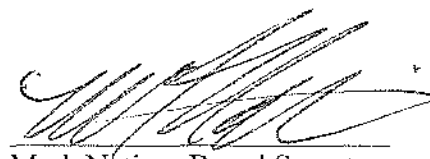
(District Representative: General Counsel; Unrepresented Employee: General Manager/Superintendent)

The Board returned to open session at 7:06PM.

No reportable action was taken.

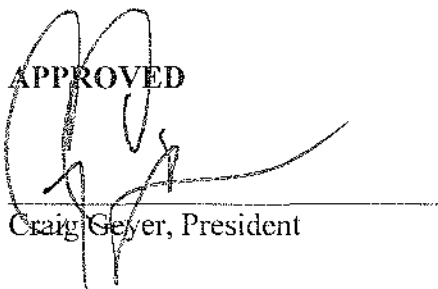
16. ADJOURNMENT

There being no further business, President Geyer adjourned the meeting at 7:08PM.



Mark Nation, Board Secretary

APPROVED



Craig Geyer, President

GOLETA WEST SANITARY DISTRICT

Operating Report for February 10 - 23, 2016

I. Administration

Completed routine administrative duties.

Completed 2016 CASA Benefit and Salary Survey.

Began gathering and entering data for the 2015 Government Compensation in California Report.

Completed the FY 2015-2016 Financial Report for period ending January 31, 2016.

Issued Connection Permit to Supercuts located in the new Hollister Village.

Staff attended Public Relations Committee meeting.

District Staff continues working with Raftelis Financial Consultants regarding the Miscellaneous Fees Review Project. The draft report is complete and will be reviewed by the Finance Committee prior to bringing to the Board for consideration.

Staff continues to work as needed with consultants on the new buildings projects.

Staff prepared list of "high level" requirements for applicants wishing to connect to the District's system. This is for the GWSD section of a document the County will use at an upcoming meeting with interested people regarding improved planning and permitting processing.

Staff has been working with UCSB regarding dedication of facilities and easements for the North Campus Faculty Housing Developments located in the area near Cannon Green and Pacific Oaks Rd.

Staff worked with Joint Safety Officer and CSRMA regarding an annual risk control assessment that CSRMA is providing for its members.

General Manager/Superintendent registered for the annual CSDA GM Leadership Summit being held in June.

Staff has been working to evaluate the next set of District pipes for rehab or replacement.

II. Collection System Maintenance

The crew continues hydro-cleaning in the Dos Pueblos High School area and EMID. Sewer operations are summarized on the attached sheet.

Inspection continues on the Hollister Village Project.

The crew continues to inspect the sewer improvements for the Village at Los Carneros Project.

The crew performed the following routine exercising and testing:

- Exercised valves throughout the District
- Test ran Roiline pump
- Main facility generator

Lawrence Hart the District's new employee took part in the required confined space training and passed the written portion of the commercial driver license test.

Staff attended webinar titled: "How To Comply With CA On-Road Vehicle Regulations In 2016".

Staff completed plan check for SFR remodel at 6632 Sabado Tarde in Isla Vista.

JV Enterprises conducted smoke testing on the District's Vactor and two street sweepers as required by CARB.

III. Industrial Waste

Staff collected quarterly Non-Industrial Source Control (NISC) samples from three (3) designated locations within the District.

Staff collected Industrial Wastewater Discharge Permit compliance samples from two Raytheon facilities.

Staff corresponded with Fruit Growers Laboratories (FGL) regarding updates and revisions to Industrial User information and constituents that they are sampled for.

Staff corresponded with Solution Deposition Systems, Inc. regarding the District Pretreatment Program. They will submit an application for an Industrial Wastewater Discharge Permit.

Staff received and reviewed January estimates from Raytheon for well water utilized in their industrial processes and discharged to the sewer.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours – 28

Miles-214

Loads- 14

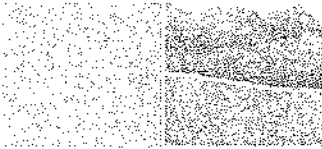
1-18-16 = 15.38 tons, 1-27-16 = 13.83 tons.

Sweeper Maintenance

- Replaced batteries on Eagle and cleaned battery box
- Changed oil and filter on auxiliary engine on Crosswind
- Serviced air filters and cleaned air boxes on Crosswind
- Serviced wandering hose switch on Crosswind

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	January 2016	MGD 1.5428; 49.61%
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Sewer Operations Cleaning Summary from February 10, 2016 to February 24, 2016

Report Generated: February 24, 2016

Feet Cleaned

Hydroclean

19,174 ft.

19,174 ft.

Lines Cleaned

Hydroclean

83 lines

83 lines

Other Work Orders

Parcel Permit

2 Work Orders

2 Work Orders

**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
February 10 - 23, 2016**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
ADP, LLC - Payroll processing for period ending 02/03/16	\$ 225.35	\$ 25.04		\$ 250.39
AJ Skylights - Deposit for skylights for District Board Room	\$ 3,156.00			\$ 3,156.00
AT&T - Monthly cell phone service	\$ 241.61			\$ 241.61
Barricade Pest Control - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - Accounting services	\$ 263.00			\$ 263.00
Blueisle Bookkeeping - Dec. bank reconciliations & 2015 1099's	\$ 158.00			\$ 158.00
Brownstein, Hyatt, Farber, Schreck - Legal services	\$ 4,956.50	\$ 2,080.50	\$ 3,581.22	\$ 10,618.22
Buynak, Fauver, Archbald, Spray - Legal services (CalPERS)	\$ 141.63			\$ 141.63
CalPERS - March health insurance premiums	\$ 12,255.98	\$ 761.50		\$ 13,017.48
CalPERS - Pension; 02/04/16 - 02/17/16	\$ 3,703.82	\$ 194.47		\$ 3,898.29
CWEA -Tri-Counties Section - Workshop registration; Spencer/Hart	\$ 60.00			\$ 60.00
Dal Pozzo Tires - Repair tire on Colorado	\$ 25.00			\$ 25.00
Geyer, Craig - SBCSDA Board Meeting meal & travel reimbursements	\$ 54.92			\$ 54.92
Joy Equipment Protection, Inc. - Service call for sweeper extinguisher		\$ 30.00		\$ 30.00
J.V. Enterprises - CARB required smoke test sweeper/Vactor	\$ 150.00			\$ 150.00
Larry's Auto Parts - Maintenance supplies	\$ 77.31			\$ 77.31
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 575.00			\$ 575.00
Macro Automatics Corporation - SCADA computer & software			\$ 5,948.84	\$ 5,948.84
MarBorg Industries - 25YD roll-off & recycle fees	\$ 249.17	\$ 996.67		\$ 1,245.84
McCormix Corporation - Fuel for Crosswind sweeper		\$ 148.45		\$ 148.45
Meyer, Larry D. - SBCSDA Board Mtg. meal & travel reimbursements	\$ 55.73			\$ 55.73
Northern Safety & Industrial - Rain gear	\$ 192.24			\$ 192.24
Northern Safety & Industrial - Rain gear	\$ 354.51			\$ 354.51
PFM Asset Management LLC - Jan. investment advisory services	\$ 935.79			\$ 935.79
Raftelis Financial Consultants, Ic. - Miscellaneous Fees Study	\$ 3,830.63	\$ 1,276.87		\$ 5,107.50
Red Wing Shoes - Safety boots for R. Chavez & L. Hart	\$ 250.97			\$ 250.97
Reliance Standard Life Insurance Co. - Mar. LTD insurance premiums	\$ 770.13	\$ 54.05		\$ 824.18
Sansum Clinic - Pre-employment physical; L. Hart	\$ 921.00			\$ 921.00
Sansum Clinic - DMV physical; B. McCarthy	\$ 135.00			\$ 135.00
Southern California Edison - Monthly service/main facility	\$ 3,057.01			\$ 3,057.01
Stantec - Mesa Road Project/CM			\$ 1,818.38	\$ 1,818.38
Stewart's De-Rooting & Plumbing - Service/repair call	\$ 167.80			\$ 167.80
The Corwin Group - Phelps Rd. Trunk Sewer Project			\$ 15,850.75	\$ 15,850.75
Total Compensation Systems, Inc. - GASB45 Valuation Services	\$ 900.00			\$ 900.00
Velocity Truck Center Ventura County - Purge valve rebuild kit	\$ 35.82			\$ 35.82
Verizon - Monthly service/Emily	\$ 117.00			\$ 117.00
WEX Bank - Fuel for District vehicles	\$ 630.97	\$ 196.25		\$ 827.22
Winema Industrial & Safety Supply - 3 escape breathing apparatus	\$ 2,062.21			\$ 2,062.21
Winema Industrial & Safety Supply - Calibration gas & regulator	\$ 1,366.40			\$ 1,366.40
Winema Industrial & Safety Supply - Gas detector Oz sensor	\$ 227.50			\$ 227.50
TOTAL SERVICES & SUPPLIES	\$ 42,404.00	\$ 5,763.80	\$ 27,199.19	\$ 75,366.99
Payroll - Pay Period Ending: February 17, 2016				\$ 32,094.85
GRAND TOTAL - Fund 4900				\$ 107,461.84