

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
March 3, 2015**

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

Vice - President Geyer called the meeting to order at 6:33 PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

Dr. David C. Lewis – arrived at 6:40 PM

Eva Turenchalk

Craig Geyer

David Bearman, M.D. – arrived at 6:36 PM

Larry D. Meyer

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Mr. Mark Nation, General Manager/Superintendent

Mr. Steven A. Amerikaner, General Counsel

OTHERS PRESENT

Jerry Smith, Goleta Sanitary District

3. APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda.

4. PUBLIC COMMENT

None.

5. APPROVAL OF THE MINUTES

(15-03-15)

Upon a motion by Director Meyer, seconded by Director Turenchalk, the Board unanimously approved the minutes of the Regular Board Meeting of February 3, 2015 and the Special Board Meeting of February 23, 2015 as written.

6. UPDATE ON MESA ROAD TRUNK SEWER PROJECT

Bruce Corwin provided a Power Point presentation updating the Board on the progress of the project and answered questions from the Board.

7. CONSIDERATION OF CHANGE ORDERS NO. 2, 3, 4 & 5 FOR THE MESA ROAD TRUNK SEWER PROJECT

(15-03-16)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved Change Orders No. 2, 3, 4, & 5 for the Mesa Road Trunk Sewer Project.

8. **ADOPT-A-BLOCK 2ND QUARTER FY 2014-2015 QUARTERLY REPORT**

(15-03-17)

Upon a motion by Director Geyer, seconded by Director Bearman, the Board unanimously approved to accept the Adopt-A-Block 2nd Quarter FY 2014-2015 Quarterly Report as presented.

9. **SECOND QUARTER FY 2014-2015 FINANCIAL REPORT**

(15-03-18)

Upon a motion by Director Bearman, seconded by Director Turenchalk, the Board unanimously approved to accept the Second Quarter FY 2014-2015 Financial Report as presented.

10. **CONSIDERATION OF CHANGES TO GENERAL
MANAGER/SUPERINTENDENT PERFORMANCE EVALUATION PROCEDURE**

Following a lengthy discussion and review of the materials, the Board directed the Public Relations Committee to continue their work on this item and to incorporate the revisions discussed at this meeting as part of the procedure. The Public Relations Committee will then return this item back to the Board.

11. **COMMUNICATIONS**

The communications were noted as received.

12. **REPORTS**

Operations Report

The General Manager provided a report.

Engineering Committee Meeting

Director Lewis provided a report on the February 19, 2015 meeting.

Finance Committee Meeting

Director Lewis provided a report on the February 24, 2015 meeting.

Public Relations Committee Meeting

Director Turenchalk provided a report on the February 24, 2015 meeting.

Goleta Sanitary District Board Meetings

Director Meyer provided a report on the February 17 and March 2, 2015 Board meetings.

Goleta Water District Board Meeting

Director Turenchalk provided a report on the February 10, 2015 Board meeting.

IVR&PD Board Meeting

Director Lewis provided a report on the February 12, 2015 Board meeting.

City of Goleta Council Meetings

No report.

Santa Barbara County Special District Chapter Meeting

Director Geyer provided a report on the February 23, 2015 meeting.

Other Director Reports

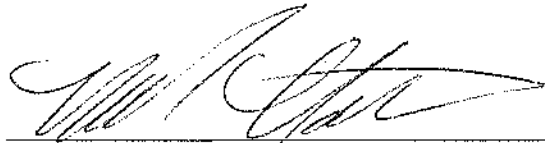
Director Geyer reported on the status of AB3.

13. **FUTURE ITEMS**

None.

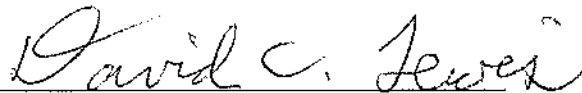
14. **ADJOURNMENT**

There being no further business, President Lewis adjourned the meeting at 7:55 PM.



Mark Nation, Board Secretary

APPROVED



Dr. David C. Lewis, President

GOLETA WEST SANITARY DISTRICT

Operating Report for January 28, 2015 – February 24, 2015

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for the March 3, 2015 Regular Board Meeting and February 23, 2015 Special Board Meeting.

Completed on line 2015 Annual Reporting Transmittal Gov't Fleet Smog Program form.

Office Manager completed on-line Form 700 (Conflict of Interest).

Administrative staff and Board of Directors attended a Special Board Meeting on AB 1825 Harassment Prevention Training presented by Brownstein Hyatt Farber Schreck.

Completed the January 2015 Financial Report.

Attended weekly construction project meetings for the Mesa Rd. Project and additional meetings as needed.

Attended Public Relations, Management, Engineering and Finance Committee Meetings.

General Manager, Chief Inspector and Office Manager completed online ethics training as required.

Attended monthly SBCSDA Chapter Meeting.

II. Collection System Maintenance

Staff received and reviewed the Infrared/Electrical Systems Report prepared by Oilfield Electric for our site. The District electrical contractor is in the process of addressing two minor issues mentioned in the report.

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

An all-staff meeting was held to discuss the findings of the 4th Quarter Facility Safety Inspection.

The crew is currently inspecting with CCTV in the Winchester area.

Sewer maintenance operations are summarized on the attached sheet.

Staff continues to inspect the main sewer installation for the Westar/Hollister Mixed Use Development as needed.

The crew cleared a downed tree from an easement below Mathilda Rd.

The entire crew received the bi-annual defensive driving, commercial licensing, DOT drug & alcohol safety training from the CHP.

III. Industrial Waste

Staff collected Industrial Wastewater Discharge Permit compliance samples from Transphorm and two Raytheon sites.

Staff conducted Industrial Wastewater Discharge Permit compliance inspections at two permitted Raytheon sites.

Staff received and reviewed January estimates submitted by Raytheon for well water used in their industrial processes and discharged to sewer.

Staff corresponded with a representative of TenCate Advanced Armor, Inc. regarding the District's Pretreatment Program Requirements. TenCate is in the process of opening a facility in GWSO.

Staff corresponded with representatives of The Hilton Garden Inn Goleta regarding plumbing plans submitted for the project and GWSO's grease interceptor requirements.

IV. Street Sweeping

Graffiti – Ellwood Station Rd. bus stop

Abandon vehicles: 1) Blue Toyota @ Mendocino/ Del Norte Dr. 2) Burgundy Honda @ SB Shores/Anchor Dr.

Hours – 47.3
Miles – 558.8
Loads – 32

1/13/15 = 12.35 tons, 1/21/15 = 14.00 tons, 1/30/15 = 13.41 tons

STREET SWEEPER MAINTENANCE

- Replaced lower roller flush out hose on Eagle
- Crosswind @ Velocity Truck Center in Ventura for recall work

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	January 2015	MGD 1.6550; 53.21%
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Sewer Operations Cleaning Summary from January 29, 2015 to February 24, 2015

Your environmental partner since 1854

Description	Quantity
Feet Cleaned	
Hydroclean	9,176 ft.
Root Cutting	670 ft.
	<hr/>
	9,846 ft.
Lines Cleaned	
Hydroclean	41 lines
Root Cutting	2 lines
	<hr/>
	43 lines
Other Work Orders	
CCTV Work Order	84 Work Orders
Parcel Permit	1 Work Order
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	85 Work Orders

GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
January 28 - February 24, 2015

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
ADP, LLC - Payroll tax reports and W2 documents	\$ 178.56	\$ 19.84		\$ 198.40
ADP, LLC - Payroll processing for period ending 01/21/15	\$ 218.67	\$ 24.30		\$ 242.97
ADP, LLC - Management Reports for period ending 01/19/15	\$ 106.56	\$ 11.84		\$ 118.40
ADP, LLC - Payroll processing for period ending 02/04/15	\$ 228.07	\$ 25.34		\$ 253.41
Arrowhead Direct - Monthly cooler rental & drinking water	\$ 70.78			\$ 70.78
AT&T - Monthly long distance service	\$ 437.33	\$ 27.92		\$ 465.25
AT&T - Monthly cell phone service	\$ 258.84			\$ 258.84
Bank of Sacramento - Mesa Rd. Project; retention deposit			\$ 46,280.58	\$ 46,280.58
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - Accounting services	\$ 59.40	\$ 6.60		\$ 66.00
Blueisle Bookkeeping - December bank reconciliations & 2014 1099's	\$ 158.00			\$ 158.00
Blueisle Bookkeeping - Sept. & November bank reconciliations	\$ 237.00			\$ 237.00
Brownstein Hyatt Farber Schreck - Legal services	\$ 5,284.00		\$ 408.00	\$ 5,692.00
Brownstein Hyatt Farber Schreck - Legal services	\$ 2,009.00	\$ 10,110.36	\$ 1,617.00	\$ 13,736.36
Brumit Diesel, Inc. - Repairs to street sweeper		\$ 1,164.75		\$ 1,164.75
CalPERS - Pension contributions; 01/22/15 - 02/04/15	\$ 3,377.20	\$ 192.53		\$ 3,569.73
CalPERS - Pension contributions; 02/05/15 - 02/18/15	\$ 3,377.20	\$ 192.53		\$ 3,569.73
CalPERS - March health insurance premiums	\$ 9,186.82	\$ 657.32		\$ 9,844.14
Campbell-Geo, Inc. - Final site closure billing		\$ 2,704.53		\$ 2,704.53
CDM Smith - Mesa Rd. Project; engineering services			\$ 6,324.38	\$ 6,324.38
Cintas Corporation - First aid supplies	\$ 135.64			\$ 135.64
CITIG - Computer support services & website maintenance	\$ 2,130.25			\$ 2,130.25
Coastal Copy, LP - Copier quarterly contract charge	\$ 301.02			\$ 301.02
County of S.B PW Dept. - Dump asbestos pipe (Mesa Rd); electronics	\$ 38.00		\$ 189.05	\$ 227.05
County of S.B. Dept of PW Water Agency Div. - IRWM Program		\$ 736.00		\$ 736.00
County of S.B. Dept of Public Works-Trans Div - Mesa Rd. Proj.			\$ 10,789.47	\$ 10,789.47
FGL Environmental - NISC sampling; Stations 2,4 & 5	\$ 1,359.00			\$ 1,359.00
First Bankcard - Conferences; mtg exp; postage; operating supplies	\$ 2,099.45			\$ 2,099.45
First Bankcard - Conference; mtg exp; fuel; GoDaddy annual fee	\$ 967.84			\$ 967.84
Fugro Consultants, Inc. - Geotech work for New Admin. Bldg.			\$ 9,256.99	\$ 9,256.99
Geyer, Craig - SBCSDA Chapter Meeting reimbursement	\$ 40.00			\$ 40.00
Geyer, Craig - UCLA Land Use Seminar travel & meal reimbursement	\$ 140.96			\$ 140.96
Geyer, Craig - SBCSDA Brd Mtg travel & meal reimbursements	\$ 54.87			\$ 54.87
Goleta Sanitary District - Jan. treatment & Capital Projects in progress	\$ 99,754.24		\$ 2,196.88	\$ 101,951.12
Goleta Water District - Monthly service/Emily	\$ 70.42			\$ 70.42
Grainger - Emergency sign & fire extinguisher sign	\$ 63.94			\$ 63.94
Haaker Equipment Company - Parts for street sweeper		\$ 697.03		\$ 697.03
Haaker Equipment Company - Parts for street sweeper		\$ 353.16		\$ 353.16
Haaker Equipment Company - Weather pak crimp tool for sweeper		\$ 173.83		\$ 173.83
Home Depot Credit Services - Shelving, flashlights & batteries	\$ 325.92			\$ 325.92
Hrxpress - Personnel Committee Meeting; policy revisions	\$ 150.00			\$ 150.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 575.00			\$ 575.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 575.00			\$ 575.00

Allowance of Claims

January 28 - February 24, 2015

Page Two

MarBorg Industries - 25YD roll-off & recycle fees	\$ 223.12	\$ 892.46		\$ 1,115.58
MarBorg Industries - 25YD roll-off & recycle fees	\$ 488.51	\$ 1,954.03		\$ 2,442.54
MarBorg Industries - 25YD roll-off rental fee	\$ 24.74	\$ 98.95		\$ 123.69
Mestas Truck Service - Repairs to street sweeper		\$ 380.00		\$ 380.00
Meyer, Larry D. - SBCSDA meal & travel reimbursements	\$ 149.84			\$ 149.84
MGB Industrial Supply - Parts for street sweeper		\$ 66.58		\$ 66.58
Mission Linen Supply - Dec. '14 & Jan. '15 uniform service	\$ 1,563.34	\$ 275.88		\$ 1,839.22
Mladen Buntich - Mesa Rd. Project construction services			\$ 879,330.87	\$ 879,330.87
Office Depot - Office supplies	\$ 284.35			\$ 284.35
Reliance Standard Life Insurance Co. - Mar LTD insurance premiums	\$ 723.28	\$ 54.05		\$ 777.33
S.B. County Air Pollution Control Dist. - Annual emissions fee	\$ 408.82			\$ 408.82
Silvia's Cleaning Company, Inc. - Monthly cleaning service	\$ 310.00			\$ 310.00
Southern California Edison - Monthly service/Emily	\$ 242.57			\$ 242.57
Southern California Edison - Monthly service/main facility	\$ 3,479.71			\$ 3,479.71
Specialty Tool & Bolt - Maintenance parts for sweeper		\$ 87.65		\$ 87.65
Stantec (Penfield & Smith) Mesa Rd. Project			\$ 32,835.21	\$ 32,835.21
TelePacific Communications - Monthly internet service	\$ 204.00			\$ 204.00
The Corwin Group - Mesa Rd. Proj - Project Management			\$ 3,183.07	\$ 3,183.07
The Gas Company - Monthly service/main facility	\$ 180.07			\$ 180.07
Underground Service Alert - January "Dig Alerts"	\$ 75.00			\$ 75.00
JS Bank - Quarterly investment services (Oct. - Dec. 2014)	\$ 855.16			\$ 855.16
Velocity Truck Center Ventura County - Maint. parts for sweeper		\$ 79.15		\$ 79.15
Velocity Truck Center Ventura County - Maint. parts for Vactor	\$ 179.65			\$ 179.65
Verizon California - Monthly service/SCADA	\$ 245.94			\$ 245.94
Verizon California - Monthly service/main facility	\$ 215.31	\$ 13.74		\$ 229.05
Verizon California - Monthly service/Emily	\$ 112.23			\$ 112.23
WEX Bank - Fuel for District vehicles	\$ 735.90	\$ 279.60		\$ 1,015.50
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 144,770.52	\$ 21,279.97	\$ 992,411.50	\$ 1,158,461.99

Payroll - Pay Periods Ending: February 4 & 18, 2015

\$ 55,392.88

GRAND TOTAL - Fund 4900

\$ 1,213,854.87