

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
March 4, 2014**

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

2. ROLL CALL: BOARD MEMBERS PRESENT

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

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
Bruce Corwin – The Corwin Group, Inc.
Courtney Davis- BHFS

3. APPROVE THE ORDER OF THE AGENDA

The Board moved item #8 regarding pharmaceutical disposal legislation to #6 at the front of the Discussion – Action agenda.

4. PUBLIC COMMENT

None

5. MINUTES

(14-03-22)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved the minutes of the Special Board Meeting of February 18, 2014 as written.

DISCUSSION-ACTION ITEMS

6. **Pharmaceutical Disposal: Report on Recent Legislative Developments**

Courtney Davis from BHFS provided a report and answered questions from the Board.
(14-03-23)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board voted 4-0 (Director Meyer abstaining) to directed staff to draft a letter supporting SB1014 for the Board President's signature then delivery to the appropriate representatives.

President Bearman then directed staff to contact CASA to see if they have a position on SB1014.

7. **Discussion Regarding Management of Certain Future Construction Projects**

Staff discussed the memorandum presented to the Board and answered questions as needed.

8. **Consideration of Proposal from The Corwin Group, Inc. for Professional Services**

(14-03-24)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously accepted the proposal from The Corwin Group, Inc. for professional services at a cost not-to-exceed \$97,850.00.

9. **Pump Station #2 Upgrade Project – Permit Update**

District Counsel provided an update on the permitting of the project and answered questions raised by the Board.

10. **COMMUNICATIONS**

The communications were noted as received.

11. **REPORTS**

Operations Report

The General Manager/Superintendent provided a report

Management Committee Meeting

Director Geyer provided a report on the March 3, 2014 meeting.

Public Relations Committee Meeting

Director Turenchalk provided a report on the February 19, 2014 meeting.

Goleta Sanitary District Board Meetings

Director Meyer provided a report on the March 3, 2014 meeting.

City of Goleta Council Meeting

No Report.

SBCSDA Chapter Meeting

Director Geyer provided a report on the February 24, 2014 meeting.

Other Director Reports

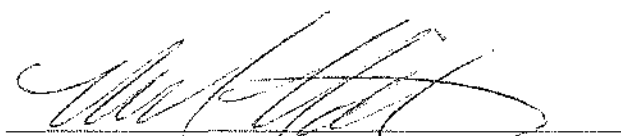
None.

12. **Future Agenda Items**

None.

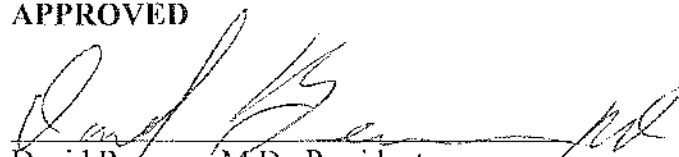
13. **ADJOURNMENT**

There being no further business, President Bearman adjourned the meeting at 7:09 PM.



Mark Nation, Board Secretary

APPROVED



David Bearman M.D., President

GOLETA WEST SANITARY DISTRICT

Operating Report for January 29 – February 25, 2014

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for February 18, 2014 Special Board Meeting and March 4, 2014 Regular Board Meeting.

Completed January 2014 Financial Report.

Scanned all adopted District Ordinance originals into a designated file on the computer.

Completed Workers' Compensation 2014-2015 Estimated Payroll Report for CSRMA.

The District received the signed original "Collection System Coordination Agreement" from UCSB. A license agreement and easement agreement will now follow for Board approval then all documents will be in order regarding UCSB for the Mesa Road Project.

The District once again received the CSRMA award for safety/workers' compensation excellence. This award is for the 2012-2013 program year.

Attended Engineering, Management and PR Committee meetings.

Staff continues to work with Counsel regarding easement agreements and related documents.

Staff is working with PR Consultants and the PR Committee regarding the upcoming GWSD Spring Newsletter.

Staff attended Goleta Slough Management Committee Sea Level Rise Focus Group meeting and prepared notes for Board discussion.

II. Collection System Maintenance

Staff met with County of Santa Barbara representative regarding road encroachment permitting for the Mesa Road Project. It is anticipated that the District will receive the County permit by March 1st.

The crew completed cleaning the scheduled hotspots and root cutting throughout the District. They are currently cleaning lines in the Dos Pueblos High School area. Sewer cleaning operations are summarized on the attached sheet.

The crew continues CCTV inspections for 2014. This year's schedule includes the Phelps area and the Cannon Green area.

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

Staff is currently inspecting the Westar/Hollister Village Project as main sewer construction has begun.

The crew continues inputting data regarding manhole attributes obtained while performing manhole inspections throughout the District.

Joey Hilliard - Utility Worker I took and passed his Grade II Collection System Maintenance Technician Certification test.

On February 19th the District experienced a SSO at the intersection of Pasado Rd. and Camino Lindo in Isla Vista. An estimated total of 80 gallons spilled with all 80 gallons recovered during the clean-up. Emergency response procedures worked well as planned. Post spill investigation determined that the reason for the spill was roots coming into the mainline from a non-active lateral to a vacant lot.

When the crew was hydro-cleaning in the Dos Pueblos High School area the cleaning operation caused the overflow of a resident's toilet on Bassano Drive. Per procedure the District called ServiceMaster to clean the small bathroom.

Staff completed a plan check request for a sewer availability letter for The Nest, a mixed use building at 910 Embarcadero Del Norte.

Staff completed a plan check for Westar Commercial/Retail portion of the development at 7000 Hollister Avenue.

Staff received safety training on Hazard Communication – Waste Management, Disposal and Pesticide/Herbicide Safety.

III. Industrial Waste

Staff received and reviewed the Fourth Quarter Report from OTIE, Inc. for the groundwater remediation system they operate at Raytheon B-2. The system has been shut down for over a year and they are now in the process of removing all equipment. Staff will issue an Industrial Wastewater Discharge Permit termination letter to OTIE, Inc.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours – 69

Miles – 405

Loads – 28

1/16/14 = 8.29 Tons, 1/27/14 = 7.03 Tons, 2/6/14 = 7.51 Tons

STREET SWEEPER MAINTENANCE

- Changed oil and filter on auxiliary engine

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	January 2014	MGD 1,6647; 53.53%
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Sewer Operations Cleaning Summary from January 30, 2014 to February 25, 2014

View and download reports from ICOMMM

Summary of Work Orders

Feet Cleaned

Hot Spot	9,404 ft.
Root Cutting	468 ft.
Hydroclean	293 ft.
	<hr/>
	10,165 ft.

Lines Cleaned

Hot Spot	32 lines
Hydroclean	3 lines
Root Cutting	1 line
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	36 lines

Other Work Orders

CCTV Work Order	17 Work Orders
Parcel Permit	1 Work Order
Service Call	1 Work Order
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	19 Work Orders

GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
January 29 - February 25, 2014

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
Alternative Digital Printing - 500 Leave Request NCR Forms	\$ 79.97			\$ 79.97
ADP, Inc. - Payroll processing for period ending 01/22/14	\$ 202.55	\$ 22.50		\$ 225.05
ADP, Inc. - Payroll processing for period ending 02/05/14	\$ 217.44	\$ 24.16		\$ 241.60
Arrowhead Direct - Drinking water and cooler rental	\$ 70.78			\$ 70.78
AT&T - Monthly long distance phone service	\$ 184.47	\$ 11.78		\$ 196.25
AT&T Mobility - Monthly cell phone service	\$ 256.52			\$ 256.52
Barricade Pest Control, Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - Monthly accounting services	\$ 333.90	\$ 37.10		\$ 371.00
Blueisle Bookkeeping - December bank recs and 1099s for 2013	\$ 158.00			\$ 158.00
CalPERS - Pension contributions for 01/23/14 - 02/05/14	\$ 3,326.03	\$ 190.65		\$ 3,516.68
CalPERS - Pension contributions for 02/06/14 - 02/19/14	\$ 3,326.03	\$ 190.65		\$ 3,516.68
CalPERS - March health insurance premiums	\$ 8,785.62	\$ 638.22		\$ 9,423.84
Campbell-Geo, Inc. - UST site closure progress billing		\$ 1,797.02		\$ 1,797.02
Cardmember Service - CASA Conf: mtg expenses; postage; flowmeter	\$ 1,165.81			\$ 1,165.81
CDM Smith - Mesa Rd. Project			\$ 7,769.29	\$ 7,769.29
CDM Smith - New Administration Building Project			\$ 24,668.02	\$ 24,668.02
Coastal Copy - Quarterly copier service	\$ 620.97			\$ 620.97
Diamond Equipment - Gas cap for tractor	\$ 26.42			\$ 26.42
Federal License Management, LLC - Const Coverage for Call Sign	\$ 95.00			\$ 95.00
Geyer, Craig - UCLA Land Use & Law Conf. mileage reimbursement	\$ 119.78			\$ 119.78
Geyer, Craig - SBCSDA Chapter Meeting reimbursements	\$ 80.68			\$ 80.68
Geyer, Craig - SBCSDA Board Meeting reimbursements	\$ 60.13			\$ 60.13
Goleta Sanitary District - December treatment & fixed assets	\$ 90,821.10		\$ 1,241.06	\$ 92,062.16
Goleta Sanitary District - Plant Upgrade Project			\$ 11,358.41	\$ 11,358.41
Grainger - Pressure regulator w/filter for dewatering well	\$ 145.69			\$ 145.69
Home Depot Credit Services - Repair and maintenance supplies	\$ 114.67			\$ 114.67
Impulse Advanced Communications - Monthly virtual host service	\$ 55.00			\$ 55.00
Industrial Hearing & Pulmonary Mgmt. - Audiometric testing	\$ 118.52	\$ 29.63		\$ 148.15
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 700.00			\$ 700.00
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MarBorg Industries - 25YD roll-off & recycle fees	\$ 162.83	\$ 651.30		\$ 814.13
MarBorg Industries - 25YD roll-off & recycle fees	\$ 276.67	\$ 1,106.67		\$ 1,383.34
MarBorg Industries - 25YD roll-off rental fee	\$ 27.21	\$ 108.85		\$ 136.06
MarBorg Industries - 25YD roll-off & recycle fees	\$ 150.66	\$ 602.63		\$ 753.29
McCormix Corp. - Fuel for street sweeper		\$ 80.22		\$ 80.22
McCormix Corp. - Fuel for street sweeper		\$ 261.42		\$ 261.42
Meyer, Larry D. - SBCSDA Chapter Meeting reimbursements	\$ 77.85			\$ 77.85
Meyer, Larry D. - SBCSDA Board Meeting reimbursements	\$ 53.08			\$ 53.08
Mission Linen Supply - Monthly uniform service	\$ 905.05	\$ 159.72		\$ 1,064.77
Nation, Mark - SBCSDA & LAFCO Selection Mtg. reimbursement	\$ 40.00			\$ 40.00
PFM Asset Management, LLC - December investment services	\$ 1,772.14			\$ 1,772.14
Reliance Standard Life Insurance Co. - Mar. LTD insurance premiums	\$ 626.84	\$ 37.49		\$ 664.33
Russ Jones Metalworks - Fabricate pump station tool	\$ 20.00			\$ 20.00

Allowance of Claims

January 29 - February 25, 2014

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Sansum Clinic - Drug screen; M. Nation	\$ 40.00			\$ 40.00
S.B. County Air Pollution Control District - UST Remediation Project		\$ 94.34		\$ 94.34
S.B. County Air Pollution Control District - Annual Emission Fee	\$ 403.17			\$ 403.17
S.B. News-Press - Publish notice of adoption for Ord. No. 13-84	\$ 92.40			\$ 92.40
SDRMA - February Dental/Life insurance premiums	\$ 795.21	\$ 97.00		\$ 892.21
ServiceMaster Anytime - Clean-up at 6556 El Nido #2/Vactor	\$ 200.00			\$ 200.00
Silvia's Cleaning Service, LLC - Monthly cleaning service	\$ 310.00			\$ 310.00
Southern California Edison - Monthly service/Emily	\$ 318.13			\$ 318.13
TelePacific Communications - Monthly internet service	\$ 204.00			\$ 204.00
The Gas Company - Monthly service/main facility	\$ 158.70			\$ 158.70
The Regents of the University of Calif. - Tree removal; Mesa Rd. Proj.			\$ 1,200.00	\$ 1,200.00
Underground Service Alert - January "Dig Alerts"	\$ 67.50			\$ 67.50
US Bank - Quarterly custodial banking services	\$ 1,103.24			\$ 1,103.24
Van Buren Consulting, LLC - Computer support services	\$ 397.50			\$ 397.50
Verizon California - Monthly service/main facility	\$ 210.14	\$ 13.41		\$ 223.55
Verizon California - Monthly service/SCADA	\$ 243.15			\$ 243.15
Verizon California - Monthly service/Emily	\$ 160.93			\$ 160.93
WEX Bank - Fuel for District vehicles	\$ 742.98	\$ 782.05		\$ 1,525.03
Whetstone's Bookbindery - Book bind 2013 Board minutes	\$ 85.70			\$ 85.70
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 121,510.16	\$ 6,936.81	\$ 46,236.78	\$ 174,683.75

Payroll - Pay Period Ending: February 5 & 19, 2014

\$ 54,056.56

GRAND TOTAL - Fund 4900

\$ 228,740.31