

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
June 5, 2012**

CALL TO ORDER

President Meyer called the meeting to order at 7:00 P.M.

BOARD MEMBERS PRESENT

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

STAFF PRESENT

Diane P. Powers, Secretary; Mr. Mark Nation, General Manager/Superintendent; Mr. Steven A. Amerikaner, General Counsel

OTHERS PRESENT

Mr. Steve Campbell, Campbell-Geo, Inc.

APPROVE THE ORDER OF THE AGENDA

There was no change to the order of the agenda.

PUBLIC INPUT

There was no public input presented at this time.

MINUTES

(12-06-25)

Upon a motion by Director Geyer, seconded by Director Lewis the Board unanimously approved the minutes of the Special Meeting of May 14, 2012 and the regular meeting of May 15, 2012 as written.

ACTION ITEMS

1) **Consider Proposal from Campbell-Geo, Inc. for *Insitu* Remediation System Operation and Quarterly Monitoring for FY 2012-2013**

Mr. Nation reported that both staff and the Engineering Committee recommend that the Board accept the proposal from Campbell-Geo, Inc. at a cost not-to-exceed \$68,902. Mr. Nation then introduced Mr. Steve Campbell. Mr. Campbell advised the Board that the proposed cost for 2012-13 is a \$50,000 reduction from the current year. He was pleased to announce that the system will be shut off at the end of the month for a rebound test to be monitored for the remainder of the year. Mr. Campbell explained that the Santa Barbara County Fire Department has been notified of this proposed shut off. He went on to say that if concentrations rebound significantly then the system will be restarted for a short time. Mr. Campbell informed the Board that a few additional borings will be added for the purpose of soil testing, but does not foresee this to be a problem. He also confirmed that there will be both a human health risk assessment and a public notification process associated with the proposed shut-down.

(12-06-26)

Upon a motion by Director Geyer, seconded by President Meyer the Board unanimously approved to accept the proposal from Campbell-Geo, Inc. for *In situ* Remediation System Operation and Quarterly Monitoring for FY 2012-2013 in an amount not-to-exceed \$68,902.

2) **Schedule Public Hearing for Placing Sewer Service Charges on the County Tax Roll for FY 2012-2013**

Mr. Nation advised the Board that they may schedule the public hearing for either July 3rd or July 17th, 2012, which allows ample time to satisfy the posting requirements.

(12-06-27)

Upon a motion by Director Geyer, seconded by Director Lewis the Board unanimously approved to schedule the public hearing for placing the Sewer Service Charges on the County Tax Roll for FY 2012-2013 for July 3, 2012 at 7:00 P.M.

3) **Adopt the FY 2012-2013 Budget Document**

Mr. Nation explained that the final draft incorporated the changes discussed by the Board at the last Board meeting.

(12-06-28)

Upon a motion by Director Geyer, seconded by Director Lewis the Board unanimously approved to adopt the FY 2012-2013 Budget Document as presented.

4) **Review of Goleta West Sanitary District Emergency Action Plan**

Mr. Nation offered an overview of the District's Emergency Action Plan. He explained that the District is well prepared for an agency of its size. Mr. Nation further explained that all new employees are given proper training, and that refresher training is provided for all current employees.

COMMUNICATIONS

The communications were noted as received.

REPORTS

Operating Report:

Mr. Nation provided highlights of the operating report.

Management Committee Meeting:

Director Geyer provided a report on the June 1, 2012 Management Committee Meeting.

Goleta Sanitary District Board Meeting:

President Meyer provided a report on the June 4, 2012 Goleta Sanitary District Board Meeting.

IVR&PD Board Meeting:

Director Lewis provided a report on the May 16, 2012 IVR&PD Board Meeting. He mentioned that the IVR&PD Board may begin meeting twice each month.

City of Goleta Council Meetings:

No report was provided on the May 24, 25 and June 5, 2012 City of Goleta Council Meetings.

SBCSDA Executive Meeting:

Director Meyer provided a report on the May 21, 2012 SBCSDA Chapter Meeting.

Other Director Reports

No reports were provided at this time.

FUTURE AGENDA ITEMS

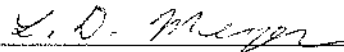
ADJOURNMENT

There being no further business, President Meyer adjourned the meeting at 7:35 P.M.



Diane P. Powers, Secretary

APPROVED



Larry D. Meyer, President

GOLETA WEST SANITARY DISTRICT

Operating Report for May 9 – May 29, 2012

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for June 5, 2012 regular Board Meeting.

Completed the data entry for the commercial billing portion of the 2012-2013 tax roll.

Completed the UCSB Capital Fund Charge Billing for 2012-2013.

Completed the manual billing summary sheet for FY 2012-2013.

Distributed updated Appendix “A” of the Personnel Policy Handbook to all District employees.

Completed the financial report for the month ending April 30, 2012.

Attended Management Committee meeting and an Engineering Committee meeting.

Staff finalized draft of the FY 2012-13 budget document following Board comments at the prior Board meeting.

Attended Special Board meeting for Plant Construction Project tour.

Attended monthly SAMA meeting.

Sent the no-spill certification for April 2012 to the State CIWQS program as required.

II. Collection System Maintenance

Staff completed plan checks for the following projects: Pizza My Heart and Crushcake Café at the IV Loop, and a SFR at 6807 Sabado Tarde Road in IV.

Staff responded to a report of sewage seeping from a manhole at El Rancho School. Staff determined that the manhole was part of the schools private collection system. School maintenance staff called a plumbing company who cleared the blockage and cleaned up the site. Not a District problem.

Staff attended a Goleta Slough Management Committee meeting.

Staff received respirator fit testing as part of the District’s Respiratory Protection Program.

District Staff continues to inspect the sewer installation at the UCSB North Campus Faculty Housing Phase II development.

The crew completed clearing easements at Lake Los Carneros area and the Timbers Off-tract area.

The crew is currently root cutting throughout the District with 1,235 ft. cleaned since the last report.

The crew completed hydro-cleaning the Timbers Off-tract area with 1,943 ft. cleaned since the last report.

The crew completed hydro-cleaning hotspots throughout the District with 1,537 cleaned since the last report.

Phil Brittain Electrician replaced the motor to the exhaust fan to Pump Station #1.

Joseph Hilliard passed the drive test to remove the manual transmission restriction from his Class B license. Joseph is now licensed to drive all District vehicles.

III. Industrial Waste

Staff conducted Industrial Wastewater Discharge Compliance Inspections at Lockheed Martin Santa Barbara Focalplane and two Raytheon permitted facilities.

Staff issued a verbal Notice of Warning to Lockheed Martin Santa Barbara Focalplane for a brief exceedance of their Industrial Waste Water Discharge Permit pH limit. The incident occurred on May 10, 2012 during a routine equipment check by Focalplane staff and was immediately reported to the District as per permit requirements.

Staff met with SB County Building & Safety staff, the developer for the IV Loop Project, and two tenants regarding installation of a grease interceptor to serve the restaurants in the commercial spaces of the mixed use building.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicles – none to report at this time

Hours – 64.5

Miles – 463.8

Loads – 29 15.04 tons - 5/02/12

STREET SWEEPER MAINTENANCE

- Main and auxiliary engine oil and filter change
- Jeff Hayes equipment repair diagnosed electrical back-up safety switch malfunction.

Table of Treatment Capacity in GSD Plant

Goleta West Average Daily Flow	April 2012	MGD 1.6357 52.6%
--------------------------------	------------	------------------

**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
May 9 - 29, 2012**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
Acorn Landscape - May maintenance fees	\$ 333.41			\$ 333.41
Action Preparedness Training - CPR/AED/First Aid Training	\$ 250.00	\$ 50.00		\$ 300.00
ADP, Inc. - Payroll processing for period ending 05/02/12	\$ 200.38	\$ 22.26		\$ 222.64
ADP, Inc. - Payroll processing for period ending 05/16/12	\$ 186.83	\$ 20.76		\$ 207.59
A-OK Mower Shop, Inc. - Chains for chainsaw and polesaw	\$ 172.40			\$ 172.40
A-OK Mower Shop, Inc. - 10" saw blade for weed whacker	\$ 25.86			\$ 25.86
AT&T - Monthly cell phone service	\$ 108.66			\$ 108.66
Barricade Pest Control Inc. - Monthly rodent service	\$ 100.00			\$ 100.00
Bartlett, Pringle & Wolf, LLP - April accounting services	\$ 1,733.40	\$ 192.60		\$ 1,926.00
Blueisle Bookkeeping - Reconcile March bank reconciliations	\$ 79.00			\$ 79.00
Brittain, C. Philip - Pump station capital repairs and replacement			\$ 2,123.86	\$ 2,123.86
CalPERS - Pension contributions; 05/03/12 - 05/16/12	\$ 2,522.31	\$ 176.11		\$ 2,698.42
CalPERS - June health insurance premiums	\$ 9,667.53	\$ 943.26		\$ 10,610.79
CalPERS - Pension contributions; 05/17/12 - 05/30/12	\$ 2,530.34	\$ 185.06		\$ 2,715.40
CDM Smith - Mesa Rd. Project			\$ 18,753.20	\$ 18,753.20
Dal Pozzo Tire Corp. - Replace tire on Flatbed Truck	\$ 244.47			\$ 244.47
Geyer, Craig - SBCSDA travel & meal reimbursements	\$ 79.96			\$ 79.96
Goleta Sanitary District - Plant Upgrade Project Progress Payment #13			\$ 684,957.85	\$ 684,957.85
Goleta Sanitary District - April treatment & fixed assets	\$ 72,851.03		\$ 2,027.61	\$ 74,878.64
Goleta Valley Paint - Black spray paint; painter's and masking tape	\$ 87.01			\$ 87.01
Grainger - Fan/blower motor & cast iron pulley	\$ 268.73			\$ 268.73
Haaker Equipment Co. - Brooms for street sweeper		\$ 3,135.86		\$ 3,135.86
Impulse Advanced Communications - Monthly virtual host service	\$ 55.00			\$ 55.00
J. Hayes Truck & Equipment Repair - Repairs to street sweeper		\$ 596.40		\$ 596.40
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 675.00			\$ 675.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 675.00			\$ 675.00
MarBorg Industries - 25YD roll-off & recycle fees	\$ 246.28	\$ 985.10		\$ 1,231.38
McCormix Corp. - Fuel for street sweeper		\$ 248.20		\$ 248.20
McCormix Corp. - Oil for Vactor & Sweeper	\$ 118.56	\$ 177.83		\$ 296.39
Meyer, Larry D - Travel reimbursement	\$ 103.79			\$ 103.79
PFM Asset Management LLC - April investment advisory services	\$ 2,018.00			\$ 2,018.00
Powers, Diane, Petty Cash Custodian - Petty cash reimbursement	\$ 75.91	\$ 43.04		\$ 118.95
Raftelis Financial Consultants, Inc. - Rate Study Update		\$ 2,707.50		\$ 2,707.50
Reliance Standard Life Insurance Co - June LTD ins premium	\$ 599.18	\$ 37.49		\$ 636.67
Sansum Clinic - DMV Exam; B. McCarthy	\$ 86.00			\$ 86.00
SDRMA - June Dental/Life Insurance premiums	\$ 829.47	\$ 107.49		\$ 936.96
SBB&T - Mtg expenses; FOG brochures; office supplies	\$ 821.89			\$ 821.89
Southern California Edison - Monthly service/main facility	\$ 3,110.09			\$ 3,110.09
Tierra Contracting, Inc. - Repair 3" water line in service yard	\$ 3,259.52			\$ 3,259.52
Terrain Consulting - Spring Newsletter; PR activities & meetings		\$ 8,905.62		\$ 8,905.62
UC Regents - District share of Work- Study wage	\$ 265.76			\$ 265.76
UC Regents - District share of Work- Study wage	\$ 96.02			\$ 96.02

Allowance of Claims

May 9- 29, 2012

Page Two

Verizon California - Monthly service/main facility	\$ 184.72	\$ 11.79		\$ 196.51
Verizon Wireless - Monthly broadband service	\$ 120.14			\$ 120.14
Wright Express FSC - Fuel for District vehicles	\$ 931.71	\$ 305.74		\$ 1,237.45
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 105,713.36	\$ 18,852.11	\$ 707,862.52	\$ 832,427.99

Payroll - Pay Period Ending: May 16, 2012 \$ 23,045.96

GRAND TOTAL - Fund 4900 **\$ 855,473.95**