

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
March 18, 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
Eduardo Galindo – CDM Smith, Inc.
Hans Papke – CDM Smith, Inc.
Roger Lagerquist
Ken Warfield
Jane Hoi

3. APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda

4. PUBLIC COMMENT

None

5. MINUTES

(14-03-25)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved the minutes of the Regular Board Meeting of March 4, 2014 as written.

DISCUSSION-ACTION ITEMS

6. **CDM SMITH, INC. – PRESENTATION OF FURTHER EXTERIOR CONFIGURATIONS FOR NEW ADMINISTRATION BUILDING**

Ed Galindo from CDM Smith, Inc. provided a presentation exhibiting the options developed with input from the Engineering Committee. Mr. Galindo addressed concerns and answered questions raised by the Board.

President Bearman postponed discussion of this item for a few minutes to allow members of the public who were interested in item #12 (draft letter supporting SB1014 (Jackson)) to be heard. Item #12 was addressed at this time.

Following item #12 the Board resumed discussion on item #6.

(14-03-26)

Upon a motion by Director Bearman, seconded by Director Geyer, the Board unanimously directed CDM Smith, Inc. to return to the Board at a Special Board Meeting tentatively scheduled for April 15, 2014 with the following revisions for consideration by the Board.

3 options for the exterior appearance as follows:

- All wood look version
- “Corner” version with metal added to board room masonry
- “Corner” version with wood added to board room masonry

And, 2 options for courtyard design

7. **CDM SMITH, INC. – PROPOSAL FOR ADDITIONAL WORK ON PUMP STATION #2 DESIGN**

(14-03-27)

Upon a motion by Director Geyer, seconded by Director Bearman, the Board unanimously tabled this item and directed staff to place this item on the agenda of the next Board meeting with a complete task order included.

8. **UCSB REQUEST FOR SEWER AVAILABILITY LETTER FOR THE SAN JOAQUIN APARTMENT PROJECT**

(14-03-28)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved to direct staff to proceed with issuing the Sewer Availability Letter for the San Joaquin Apartment Project.

9. **UCSB LICENSE AGREEMENT AND EASEMENT AGREEMENT FOR THE MESA ROAD PROJECT**

(14-03-29)

Upon a motion by Director Meyer, seconded by Director Lewis, the Board unanimously approved both the License Agreement and the Easement Agreement for the Mesa Road Project.

10. **GWSD STANDARD EASEMENT AND DEDICATION AGREEMENTS AND GUIDELINES/PROCEDURES**

(14-03-30)

Upon a motion by Director Geyer, seconded by Director Bearman, the Board unanimously approved the GWSD Standard Easement and Dedication Agreements and Guidelines/Procedures as presented.

11. **CONSIDERATION FOR APPROVAL OF SPRING 2014 NEWSLETTER**

(14-03-31)

Upon a motion by Director Lewis, seconded by Director Turenchalk, the Board unanimously approved distribution of the Spring 2014 Newsletter as presented.

12. **DRAFT LETTER OF SUPPORT FOR SENATE BILL 1014 (Jackson): HOME GENERATED PHARMACEUTICAL WASTE**

This item was addressed earlier in the meeting during item #6.

Ken Warfield thanked and commended the Board on its support of this senate bill.

(14-03-32)

Upon a motion by Director Lewis, seconded by Director Geyer, the Board unanimously approved to deliver the letter of support for Senate Bill 1014 (Jackson): Home Generated Pharmaceutical Waste as written.

13. **COMMUNICATIONS**

The communications were noted as received.

14. **REPORTS**

Operations Report

The General Manager/Superintendent provided a report.

Engineering Committee Meeting

Director Lewis provided a report on the March 6, 2014 meeting.

Finance Committee Meeting

Director Lewis provided a report on the March 10, 2014 meeting.

Public Relations Committee Meeting

Director Turenchalk provided a report on the March 6, 2014 meeting.

Goleta Sanitary District Board Meetings

Director Meyer provided a report on the March 14, 2014 meeting.

Goleta Water District

Director Turenchalk provided a report on the March 11, 2014 meeting.

Isla Vista Recreation and Park District

Director Lewis provided a report on the March 13, 2014 meeting.

City of Goleta Council Meeting

No Report.

SBCSDA Chapter Meeting

Director Meyer provided a report on the March 5, 2014 meeting.

Other Director Reports

None.

15. Future Agenda Items

Director Geyer asked that staff bring the Sewer Services Agreement with UCSB dated July 8, 2008 back to the Board at the next meeting for review along with information on the UCSB STIP (Short Term Investment Pool).

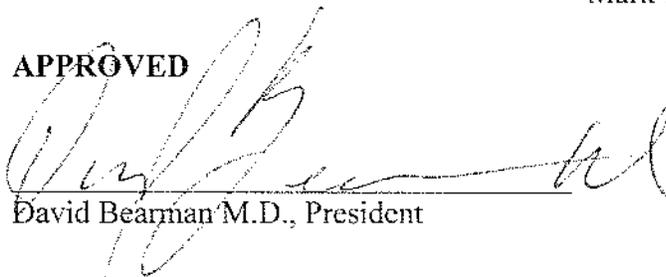
16. ADJOURNMENT

There being no further business, President Bearman adjourned the meeting at 8:35 PM.



Mark Nation, Board Secretary

APPROVED



David Bearman M.D., President

GOLETA WEST SANITARY DISTRICT

Operating Report for February 26 – March 11, 2014

I. Administration

Completed routine administrative duties.

Prepared Board Agenda packet for the March 18, 2014 Regular Board Meeting.

Completed the 2014 CASA Salary & Benefit Survey.

Published Notice Inviting Sealed Proposals for the Mesa Road Project in the Santa Barbara News-Press and F.W. Dodge Construction News.

As directed by the Board staff checked with CASA to see if they are taking a position on SB1014. Staff talked with Adam Link CASA's Director of Government Affairs. Mr. Link said that CASA is taking a support position on this proposed legislation and is sending an alert to its members urging them to send a support letter.

Attended Engineering, Management, Finance and PR Committee meetings.

Staff continues to work with PR Consultants and the PR Committee regarding the upcoming GWSD Spring Newsletter.

Staff continues to work with UCSB on the easement and license agreements for the Mesa Road Project.

Received final plans and specifications for the Mesa Road Project.

Staff sent RFP for Construction Management Services for the Mesa Road Project to local Engineering firms.

Drafted letter of support for SB1014.

II. Collection System Maintenance

Staff received safety training on Driver Safety: Distracted Driving and Fire Safety.

The crew continues to clean lines in the Dos Pueblos High School area. Sewer cleaning operations are summarized on the attached sheet.

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

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

Staff is currently inspecting the Westar/Hollister Village Project, main sewer portion.

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

Staff is currently reviewing plans for Willow Springs North development that includes workforce housing and senior housing.

Staff is discussing capping off an unused lateral on Pasado Road with Tierra Construction. Roots from this lateral caused a recent blockage.

Staff is also communicating with Southwest pipeline regarding the installation of a few "tophats" to seal laterals where the grout that was previously used did not work as expected.

III. Industrial Waste

Staff conducted Industrial Wastewater Discharge Permit compliance inspections at the following industries: Raytheon B-1, Raytheon B-8, and Lockheed Martin Santa Barbara Focalplane.

Staff issued Industrial Wastewater Discharge Permit termination letter to OTIE, Inc. with a copy to Raytheon. OTIE, Inc. operated a groundwater remediation system at Raytheon B-2. The RWQCB has approved removal of the remediation system and it is no longer capable of discharging to the sewer system.

Staff received and reviewed February estimates from Raytheon for groundwater utilized in their industrial processes and discharge to the sewer system.

IV. Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hours – 25

Miles – 215

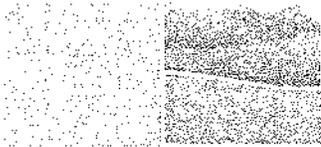
Loads – 16

STREET SWEEPER MAINTENANCE

- Haaker Equipment Co. replaced auxiliary pump
- Haaker Equipment Co. replaced left side broom air pressure regulator
- Serviced air filters and boxes
- Replaced head lamp

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 February 26, 2014 to March 11, 2014

Report Generated: March 12, 2014



Feet Cleaned

Hydroclean

8,126 ft.

8,126 ft.

Lines Cleaned

Hydroclean

41 lines

41 lines

Other Work Orders

Parcel Permit

1 Work Order

1 Work Order

**GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
February 26 - March 11, 2014**

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
Acorn Landscape - Monthly maintenance fees	\$ 333.41			\$ 333.41
ADP, Inc. - Payroll processing charges; year end info. & W-2'S	\$ 178.56	\$ 19.84		\$ 198.40
ADP, Inc. - Payroll processing charges for period ending 02/19/14	\$ 202.55	\$ 22.50		\$ 225.05
Arrowhead Direct - Monthly drinking water & cooler rental	\$ 57.86			\$ 57.86
AT&T - Monthly long distance service	\$ 145.80	\$ 9.31		\$ 155.11
Blueisle Bookkeeping - January 2014 bank reconciliations	\$ 79.00			\$ 79.00
Brownstein, Hyatt, Farber, Schreck - Legal services	\$ 5,645.90		\$ 380.00	\$ 6,025.90
CalPERS - Pension contributions 02/20/14 - 03/05/14	\$ 3,326.03	\$ 190.65		\$ 3,516.68
Cardmember Service - Mtg & conference expenses; postage	\$ 695.57			\$ 695.57
CDM Smith - PS#2 Upgrade Project			\$ 17,043.66	\$ 17,043.66
County of S.B. Road Division - Mesa Rd Project			\$ 296.00	\$ 296.00
CWEA Tri-Counties Section - March Workshop registration	\$ 90.00			\$ 90.00
Dal Pozzo Tire Corp. - Tire rotation for Crosswind sweeper		\$ 80.00		\$ 80.00
Fairview Motors Brake & Alignment - Align & rotate tires-Unit #4	\$ 127.40			\$ 127.40
Freedom Signs - No parking sign	\$ 210.60			\$ 210.60
Geyer, Craig - SBCSDA Chapter Meeting dinner reimbursement	\$ 40.00			\$ 40.00
Geyer, Craig - SBCSDA Board Meeting reimbursements	\$ 55.64			\$ 55.64
Goleta Sanitary District - January treatment & fixed assets	\$ 137,341.49		\$ 3,303.18	\$ 140,644.67
Goleta Water District - Monthly service/Emily	\$ 68.11			\$ 68.11
Haaker Equipment Co. - Brooms & fill hose for sweeper;credit invoice	\$ (10.26)	\$ 2,267.69		\$ 2,257.43
Haaker Equipment Co. - Repairs to the Vactor	\$ 1,428.80			\$ 1,428.80
Haaker Equipment Co. - Hydraulic filters for sweeper		\$ 146.75		\$ 146.75
Lenz Pest Control - Quarterly service for ants	\$ 120.00			\$ 120.00
Lincoln National Life Insurance Co. - Deferred Compensation	\$ 700.00			\$ 700.00
MarBorg Industries - 25YD roll-off rental fee		\$ 122.89		\$ 122.89
Meyer, Larry D. - SBCSDA Board Meeting reimbursements	\$ 54.17			\$ 54.17
Mission Linen Supply - Monthly uniform service	\$ 602.60	\$ 106.34		\$ 708.94
PFM Asset Management, LLC - January investment services	\$ 1,774.80			\$ 1,774.80
Postmaster - P.O. Box 10 annual rental fee	\$ 232.00			\$ 232.00
S.B. County EHS/CUPA -Annual Hazardous Materials Permit	\$ 871.00			\$ 871.00
SDRMA - March Dental/Life insurance premiums	\$ 795.21	\$ 97.00		\$ 892.21
ServiceMaster Anytime - Bathroom clean-up at 7343 Bassano Dr.	\$ 350.00			\$ 350.00
Silvia's Cleaning Service - Monthly cleaning service	\$ 310.00			\$ 310.00
Southern California Edison - Monthly service/main facility	\$ 3,685.36			\$ 3,685.36
Southern California Edison - Monthly service/Emily	\$ 330.57			\$ 330.57
Stewart's De-Rooting & Plumbing - Clear blockage	\$ 1,000.00			\$ 1,000.00
TelePacific Communications - Monthly internet service	\$ 204.00			\$ 204.00
The Gas Company - Monthly service/main facility	\$ 131.67			\$ 131.67
Underground Service Alert - February "Dig Alerts"	\$ 64.50			\$ 64.50
Van Buren Consulting, LLC - Computer support services	\$ 260.00			\$ 260.00
Verizon California - Monthly service/main facility	\$ 215.41	\$ 13.75		\$ 229.16
Verizon California - Monthly service/SCADA	\$ 236.10			\$ 236.10

Allowance of Claims

February 26 - March 11, 2014

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Verizon California - Monthly service/Emily	\$ 161.00			\$ 161.00
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 162,114.85	\$ 3,076.72	\$ 21,022.84	\$ 186,214.41

Payroll - Pay Period Ending: March 5, 2014 \$ 29,339.36

GRAND TOTAL - Fund 4900 \$ 215,553.77