

**CARPINTERIA SANITARY DISTRICT
IN THE
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA**

MINUTES

These are the **minutes** of the **regular** meeting of the Governing Board of the Carpinteria Sanitary District in the City of Carpinteria, County of Santa Barbara, and State of California.

The Governing Board of the Carpinteria Sanitary District held a regular meeting on **January 21, 2014**, at 5:30 p.m. at its District administrative office located at 5300 Sixth Street, Carpinteria, California.

Directors Present: Mike Modugno – President
Michael Damron – President Pro-Tem
Jeff Moorhouse – Treasurer
Gerald Velasco – Secretary
Lin Graf – Secretary Pro-Tem

Staff Present: Craig Murray – General Manager
Hamid Hosseini – Finance Director
Kim Garcia – Office Manager

Legal Counsel
Present: Anthony Trembley – Musick, Peeler & Garrett, LLP

Public Present: None

President Modugno called the meeting to order and led those present in the Pledge of Allegiance.

Board Approval of Agenda - President Modugno asked if there were any modifications and/or changes to the agenda. Hearing none, President Modugno said the agenda was approved as submitted.

Board Approval of Minutes of the Meeting of December 17, 2013 – Director Damron made a motion that the Minutes of the December 17, 2013 Regular Board meeting be approved as submitted; Director Graf seconded the motion, and the motion was approved by a 5-0 vote. The vote was unanimous.

Board Approval of Minutes of the Meeting of January 7, 2014 – Director Damron made a motion that the Minutes of the January 7, 2014 Regular Board meeting be approved as submitted; Director Graf seconded the motion, and the motion was approved by a 5-0 vote. The vote was unanimous.

Public Forum – None.

General Manager's Status Report – General Manager reported on the following:

Rincon Point Septic to Sewer Project Update – General Manager said directional drilling of the 4-inch diameter force main in the US 101 corridor has been completed. There were a number of small frac-outs during the installation process, but they were fully contained with no impacts to water quality. The incidents were reported to the appropriate agencies. Construction of the retaining walls at the pump station site is complete. The archaeological work has commenced inside the community. An archaeological orientation meeting was held at the District office on January 9th. Travis Ag started potholing within the community the week of January 9th. Dudek began the Phase 3 excavation units the week of January 9th.

SAMA Meeting Report – General Manager said he attended the monthly meeting of the Sanitation Agency Managers' Association at the El Estero Wastewater Treatment Plant in Santa Barbara on January 8th. A presentation on the Los Osos community sewer project was given by Steve Mimiaga.

Collection System Rehabilitation Project – General Manager said the Sancon project team was onsite for a pre-construction meeting on January 13th. Cleaning started in the Padaro Lane Area. The City of Carpinteria asked that the District procure a separate encroachment permit in lieu of performing this work under the District's blanket permit. Sancon provided insurance certs to the City for the separate permit. District staff is managing this project and most of the required submittals have been received and approved. Eddie Saenz attended a two-day specialty training seminar on CIPP construction inspection, offered by NASSCO. Eddie will provide full time inspection during the course of this work. His extensive experience will be beneficial.

West Padaro Main Sewer Extension Project – General Manager said the boundary reorganization for this project was unanimously approved by Santa Barbara LAFCO at a special meeting held on January 9th. There is a 30-day reconsideration period before the annexation is finalized and recorded, but CalProp is working with the county Planning and Development staff to get the land use permits finalized so that construction can move forward. Lance Lawhon will provide inspection for the District during the construction phase.

Santa Claus Lane US 101 Crossing – General Manager said collections staff successfully cored a hole through the manhole and concrete plug into the casing on either side of the crossing. Water flowed out of the hole from the downhill side and continues to flow indicating a breach in the casing at some location. However, once the water drained out, the PVC carrier pipe seems to have settled back into a position closer to the design grade. Wastewater is flowing now unrestricted. Additional investigation will continue to determine the appropriate remedial action.

CASA Winter Conference – General Manager said he attended the CASA Winter Conference in Indian Wells, January 15th to 17th. During the CSRMA workshop, held Wednesday afternoon, our District was a recipient of the Workers' Compensation Award for having no claims during the 2013 calendar year. The keynote speaker was George Hawkins, Executive Director of DC Water.

Operations Update – General Manager said the treatment plant is operating well and in full compliance with our NPDES discharge permit. Staff is dealing with some foaming in the aerobic digester. This is unsightly and a nuisance but doesn't pose any problems for plant operation or compliance status. Today the District received a couple of calls from residents throughout the Carpinteria area regarding an odor. General Manager said that there weren't any odors emanating from the plant. Atmospheric and or oceanic conditions may be contributors to the odors that area residents have been smelling. The collection system is functioning well with no problems to report. A minor lower lateral SSO occurred on January 8th at a residence on Arbol Verde Drive. The lateral was already on a maintenance schedule and this event will prompt replacement or repair of the lower lateral to prevent recurrence. General Manager presented a slide show of pictures taken at the Rincon Point Septic to Sewer project site.

Amendment No. 3 to Cash Contract No. 395 – Carollo Engineers – Aerobic Digester Replacement Project Design – General Manager said on March 20, 2012 the District approved Cash Contract No. 395, engaging Carollo Engineers to provide preliminary and final design services for the District’s aerobic digester replacement project. The agreement authorized a fee of \$347,203, based on a comprehensive scope of services developed in coordination with District staff. In October 2012, an amendment to the agreement was approved by the Board and a second amendment was approved by the Board at its October 1, 2013 meeting bringing the current authorized design fee to \$544,266.

General Manager said the final design phase has been completed and the project is out to bid, with a schedule bid opening date of February 19, 2014. The District recently entered into an agreement with MNS Engineers for the provision of construction management and inspection services during the bidding and construction phases of the project. The services of the design engineer will also be required during this period.

General Manager said Carollo, as the designer of record, will review certain submittals, address complex questions, RFI’s, and prepare design addenda or change order directives as necessary.

General Manager said Carollo has prepared a proposed scope of services for construction period engineering support. This proposal was included in the packet for Board review. A total fee amendment of \$184,131 is proposed. If approved, the revised contract amount would be \$728,397.

General Manager said if authorized, a letter would be sent to Carollo to effect the amendment. A copy of the letter was distributed for review.

General Manager said it was staff’s recommendation that the Board approve Amendment No. 3 to Cash Contract No. 395 between the District and Carollo Engineers, increasing the authorized design fee by \$184,131 making the total \$728,397.

Director Damron made a motion to approve Amendment No. 3 to Cash Contract No. 395 between the Carpinteria Sanitary District and Carollo Engineers as presented. Director Velasco seconded the motion and the motion was approved by a 5-0 vote. The Clerk noted for the record that the vote was unanimous.

Finance Committee – Director Moorhouse said the next meeting is scheduled for tomorrow, January 22nd.

Personnel Committee – Did not meet.

Public Relations Committee – Director Graf said that the committee met on January 10th, but that there was no action to report at this time.

Utilities Committee – Director Moorhouse said that the next meeting is scheduled for February 27th at 3:00 at the Carpinteria Valley Water District.

CASA Legislative Committee Report – Director Moorhouse reported on several two-year bills being watched by CASA. President Modugno reported that he attended the CASA Conference and was impressed with the direction the industry is moving. Director Moorhouse said he also attended the CASA Conference.

LAFCO Report – Director Moorhouse reported that the West Padaro Main Sewer Extension annexation was considered and approved by LAFCO at its special meeting held Thursday, January 9th at 1:00.

SBCSDA Report – Director Moorhouse reported that the Special District Selection Committee will be meeting on January 27th at 5:00. President Modugno said he would be attending.

CSRMA Report – None.

Board Member Vacation Dates – None.

Future Agenda Items – Director Moorhouse said he’d like to see an item related to the Administration Building conditional use permit and schedule for replacement.

CLOSED SESSION – 6:25 p.m.

Legal counsel led the Board in to closed session on the following agenda items:

CONFERENCE WITH LEGAL COUNSEL — ANTICIPATED LITIGATION: Pursuant to Government Code Section 54956.9(d)(2): one case. December 10, 2013 Notice of Violation from Central Coast Regional Water Quality Control Board.

RECONVENE OPEN SESSION – 6:33 p.m. President Modugno reconvened the open session and stated that there was no action taken on the closed session item.

Adjournment There being no further items to discuss, President Modugno adjourned the meeting at 6:33 p.m.

Mike Modugno
President

Michael Damron
President Pro-Tem

Gerald Velasco
Secretary

Lin Graf
Secretary Pro-Tem

Jeff Moorhouse
Treasurer