

**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 **May 17, 2011**, at 5:30 p.m. at its District administrative office located at 5300 Sixth Street, Carpinteria, California.

Directors Present: Lin Graf– President
Pat Horwitz – President Pro-Tem, Treasurer
Jeff Moorhouse – Secretary
Mike Modugno – Secretary Pro-Tem
Board Member Vacancy

Staff Present: Craig Murray – General Manager
Judy Kirkman – Board Secretary
Hamid Hosseini – Finance Director

Legal Counsel
Present: Anthony Trembley

Public Present: Michael Damron

President Graf called the meeting to order and led the Board, staff and public in the Pledge of Allegiance.

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

Board Approval of Minutes of the Meeting of May 3, 2011 – Director Modugno made a motion that the Minutes of the May 3, 2011 Board meeting be approved as submitted; Director Horwitz seconded the motion, and the motion was approved by a 3-0-1 vote. Director Moorhouse was absent from the May 3, 2011 meeting and abstained from voting.

Public Forum – Michael Damron said he came to tonight’s Board meeting because he would not be able to attend the Special Board meeting on Friday, May 20th. Mr. Damron said he’d like to make it clear he’d like his name considered to come back onto the Board. Mr. Damron said he was experienced, knowledgeable and felt like he had something to add to the Board and hoped the Board would take that into consideration when appointing someone on Friday.

General Manager's Status Report – General Manager reported on the following:
SAMA Meeting Report – The May meeting of the Sanitation Agency Managers' Association was held last Wednesday in Buellton. One of the topics was a presentation by John Wallace Associates, the contract management-engineering firm that works for the South San Luis Obispo County Sanitary District. General Manager said they talked about some recent regulatory activities by the Regional and State Water Boards that came in response to a sewer overflow and an operator error. The City of Santa Barbara reported on a 12-inch sewer that was destroyed during pile driving operations at the Milpas/101 interchange. Manual Romero from the City of Santa Barbara talked about what they have done to address the situation (continuous bypass pumping, and negotiating with the State and contractors.) A roundtable discussion was held to talk about the budget cycle and each agency's financial status;
Septic to Sewer Project Update – General Manager said staff had coordinated with the Santa Barbara County Parks Department with a cellular service provider who was trying to build a cell tower in the proximity of where the District wants to build a central pump station. General Manager said he had a meeting on Wednesday with the Santa Barbara Planning Department to facilitate issuance of land use permits and concerns regarding ongoing costs and permit conditions for the Rincon Point component of the project. General Manager said there had been different planners assigned to the project and with each new planner assigned, the District was charged a fee for the planner to come up to speed. General Manager said he talked with Salud Carbajal's staff advisor to let them know that the District was still having difficulties getting approvals and that prompted some meetings with the Planning Department. General Manager said there was a meeting planned for tomorrow to talk about the final land use permits for the Sandyland/Sand Point components of that project and talk about other issues the District is dealing with on the Rincon Point Coastal Development permit for that component. Plans are almost ready to resubmit to Caltrans with some realignment of the pipeline and modification of the plans to get the permit issued. Staff is revising some of the sewer user agreements for homeowners in Rincon Point. General Manager said the easements and the agreements were continuing to come in;
Operations Update – The treatment plant is operating in full compliance with our NPDES permit. Lift Station No. 4 pump was repaired by Flygt US under warranty. Lift Station No. 3 pump has been repaired and back in service. General Manager said he included a copy of a report from the Operations Manager that showed how the plant was running. Influent flows have stabilized from wet weather conditions seen earlier in the year and the plant processes are functioning well at this time. The collection system is operating well with no sewer overflows to report since the last meeting. The collection system crew wrapped up some night work in the downtown area. Pipe segments with high flows and/or significant traffic control requirements were reserved for this time. General Manager said we were taking the data gathered and were starting to analyze it to help prioritize rehabilitation.

Cash Contract No. 382 – Cushman Contracting Corporation

Rotary Screw Press Installation - General Manager said the District was close to the installation phase of the rotary screw press. Delivery of the Huber rotary screw press equipment is expected during the week of May 23rd. General Manager said the District intends to engage a local contractor to assist with installation of the equipment, and Cushman Contracting Corporation had an excellent history on District construction projects and was very capable of completing the work. General Manager said a copy of Cushman's proposal was attached to the staff report based on a time and materials estimate for the work with a not to exceed cost of \$13,680. General Manager said Cushman would work closely with Huber on installation and equipment start up activities, and it was anticipated that the work would be completed by the end of the fiscal year.

General Manager said it was staff's recommendation that the Board approve and execute Cash Contract No. 382 between the District and Cushman Contracting Corporation for the Rotary Screw Press Installation Project.

Director Moorhouse made a motion that the Board approve Cash Contract No. 382 between the District and Cushman Contracting Corporation for the Rotary Screw Press Installation Project; Director Horwitz seconded the motion, and the motion was approved by a 4-0 vote.

Cash Contract No. 383 – Coleman-Pacific, Inc. – General Manager said Cash Contract No. 383 between the District and Coleman-Pacific, Inc. was for installation of the electrical improvements necessary for the Rotary Screw Press Installation Project. General Manager said the District intended to engage a local electrical contractor to make necessary electrical improvements – including installation of the control panel, conduits, wiring and related equipment to support the installation of the rotary screw press equipment. General Manager said Coleman-Pacific, Inc. of Moorpark had extensive experience providing electrical contracting in water and wastewater treatment facilities and had the capabilities and expertise necessary to support the District on this project. General Manager said Coleman-Pacific, Inc. provided a time and materials proposal to complete the work at a set hourly labor rate. Cash Contract No. 383 would engage Coleman-Pacific to perform the electrical installation services with a not to exceed total of \$10,000. General Manager said Coleman-Pacific would work closely with District staff, Cushman Contracting Corporation and representatives from Huber on installation and equipment start up activities.

General Manager said it was staff's recommendation that the Board approve and execute Cash Contract No. 383 between the District and Coleman-Pacific, Inc. for electrical contracting on the Rotary Screw Press Installation Project.

Director Moorhouse made a motion that the Board approve Cash Contract No. 383 between the District and Coleman-Pacific, Inc. for electrical contracting on the Rotary Screw Press Installation Project; Director Modugno seconded the motion, and the motion was approved by a 4-0 vote.

Rejection of Bids Received

Septic to Sewer Conversion Project – Sandyland Cove and Sand Point Road - General Manager said the District received public bids for the construction of the Septic to Sewer Conversion Project for the Sandyland Cove and Sand Point Road Communities on April 21, 2011. General Manager reported to the Board on the bids received, including a detailed bid tabulation. General Manager said the magnitude of the bids far exceeded the engineer's estimate of probable construction cost, and funds collected through the formation of Assessment District 2007-1 and the associated bond issue were not sufficient to pay for construction.

General Manager said the project design team had done a thorough analysis of the bids received, talking with Environment One, the grinder pump system manufacturer and the Ventura Regional Sanitation District to compare their costs of installing the grinder pumps in Bell Canyon. General Manager said Bell Canyon was an area in Ventura County with very high value homes with construction constraints. General Manager said their actual construction costs ranged from \$6,500 up to \$17,000. General Manager said at the highest end, that was half the amount of the average bids for the District's project.

General Manager said the project team believed there were opportunities to rebid this project and have it come in at the estimated bid. General Manager said the project team had explored some options to make minor modifications to the contract documents and overall project approach to rebid the project. The project team talked about breaking up the bid into two or more phases to reduce the bonding capacity requirements and to minimize the

cumulative risk to the selected contractor. Another option discussed was opening the bid up to allow specialty contractors to bid, in addition to General Engineering Contractors with Class A licenses. General Manager said the team discussed promoting awareness of the project to bidders beyond public advertisement through direct notification to contractors with experience installing low pressure sewer systems and grinder pump systems on private properties.

General Manager said it was staff's recommendation that the Board authorize rejection of all bids received for the Sandyland Cove and Sand Point Road Septic to Sewer Project. Additionally, it was recommended that the Board direct staff to proceed with activities necessary to rebid the project.

Director Moorhouse made a motion that the Board reject all bids received for the Sandyland Cove and Sand Point Road Septic to Sewer Conversion Project and authorize staff to proceed with activities necessary to rebid the project; Director Modugno seconded the motion, and the motion was approved by a 4-0 vote.

Finance Committee – Director Horwitz said the Finance Committee met with new member, Director Modugno and went over the monthly reports, quarterly interest report, Assessment District 2007-1 report and a draft of the preliminary FY 2011/2012 budget.

Personnel Committee – Director Moorhouse said the Personnel Committee met and talked about the upcoming General Manager performance evaluation, employment law legal counsel, health insurance and PERS contributions, modifications to the Direct Dental/Vision plan, some updates to the Personnel Rules and Regulations and the District's Workers' Compensation program.

Public Relations Committee – Did not meet.

CASA and CSDA Legislative Committee Reports - none

Adjournment. There being no further items to discuss, President Graf adjourned the meeting at 6:12 p.m.

Lin Graf
President

Mike Modugno
Secretary Pro-Tem

Pat Horwitz
President Pro Tem/Treasurer

Jeff Moorhouse
Secretary