

**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 19, 2009**, at 5:30 p.m. at its District administrative office located at 5300 Sixth Street, Carpinteria, California.

Directors Present: Michael Damron– President
Lin Graf – President Pro-Tem - **Absent**
Jeff Moorhouse – Secretary
Pat Horwitz – Secretary Pro-Tem
Doug Treloar – Treasurer - **Absent**

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

Legal Counsel
Present: Anthony Trembley

President Damron called the meeting to order and led the Board and staff in the Pledge of Allegiance.

President Damron noted for the record that Directors Treloar and Graf were absent.

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

Approval of Minutes of the Meeting of March 17, 2009 – Director Horwitz made a motion that the minutes of the April 21, 2009 Board Meeting be approved as submitted; Director Moorhouse seconded the motion, and the motion was approved by a 3-0 vote.

Public Forum - None

General Manager’s Status Report – General Manager reported on the following: **Bluffs Sewer Relocation Project – CEQA Review** – We are in the environmental review stage of this project, and the design also is moving forward towards completion. Rincon Consultants completed the Administrative Draft of the Initial Study/Mitigated Negative Declaration (IS/MND), and staff reviewed the document and provided comments back to Rincon Consultants. Rincon Consultants completed the circulation and distribution draft of the document that has been circulated for public comments. General Manager said copies were sent to the State Clearing House, and other local, county and federal agencies. A copy

of the document was placed on the District's website. The Notice of Availability has been scheduled to be published in the newspapers. The process is underway with a 30-day review period. We expect to have public comments back by June 19th. Following this period the Board will consider approving the document for certification;

CWEA Annual Conference Report – General Manager reported the District received a plaque and a flag from CWEA signifying receipt the State Plant of the Year Award. General Manager said he, Board President Damron and several staff members were at the CWEA luncheon on Friday, May 1st to receive the award. General Manager said throughout the conference staff felt a sense of accomplishment. General Manager said he was proud of the staff – they earned the award. General Manager said the conference had some good workshops and a big exhibitor hall filled with vendors with wastewater equipment and supplies. General Manager said it was a good opportunity to talk with people to see how technology is developing. General Manager said the CWEA annual conference is valuable to our staff;

WWTP Piping Modifications Project – This is a contract awarded to Cushman Contracting Corporation to complete the Piping Modifications Project on a time and materials reimbursement basis to work closely with District staff to complete key piping upgrades at the treatment plant. General Manager said Cushman did a great job, and the work is complete except for two minor exceptions where we are waiting on some parts to be fabricated. Cushman will come back and complete once we receive the parts. This modifications project will improve the operability of the treatment plant. General Manager said now when staff needs to drain the aeration basins they only have to flip a switch. Before staff would have to haul out a pump on a crane and temporarily wire it. It was a three-day process;

Proposition 84 IRWMP Update – The County Water Agency and the Cooperating Partners are continuing with the Proposition 84 Integrated Regional Water Management Plant grant process. Collectively, a consultant has been hired, CH2MHill, to prepare a Regional Acceptance Process application that will be submitted to the Department of Water Resources. Santa Barbara County will be approved as a separate region. General Manager said he has participated in meetings and conference calls in the process;

ArcFlash Analysis Update – The District has completed an ongoing process called ArcFlash Analysis for the District's electrical systems at the plant and at remote lift stations. New warning labels have been installed and specific requirements for personal protective equipment have been assigned for each location. This was a significant effort driven by regulations, but it enhances the safety of the District's treatment facility. There was an all day training session conducted on May 12th for all operations staff;

Department of Industrial Relations Actions – Collection System Rehabilitation Project – The Department of Industrial Relations – Division of Labor Standards Enforcement issued Civil Wage and Penalty Assessments against contractor, Insituform Technologies and sub-contractor, Mocon related to work performed for the District on the Collection System Rehabilitation Project – Phase 1. The penalties assessed are for underpayment of prevailing wages in violation of Labor Code Section 1774. Penalty assessments have been issued to these contractors. General Manager said it did not affect the District, but there was some information in the penalty assessment that said the District has the ability to withhold or retain funds and not pay the contractor until the penalties have been satisfied. General Manager said the project was completed over 18 months ago and the District had no knowledge of a DLSE investigation prior to issuing a Notice of Completion and releasing retention funds on this work. General Manager said this was something staff is dealing with and he just wanted to bring it to the Board's attention. General Manager said this was initiated by union representatives filing complaints with the Department of Industrial Relations.;

Operations Update – The treatment plant is running great. Staff is working on some maintenance activities including coating the chlorine contact chamber. The collection system is also running fine with no overflows to report. The Air Pollution Control District inspector came out May 7th for an unannounced inspection of the WWTP. Everything is fine,

and the District was in full compliance with APCD requirements. Administration staff is obtaining pricing and options for installing a flagpole at the District office to adorn this public facility. General Manager said SCADA communications have been established at Lift Stations No. 4 and No. 5. Planning efforts are continuing for the CWEA Plant of the Year Workshop that will be held here on June 10, 2009.

President Damron said just a note on the CWEA Conference. He went down for the day and it was great seeing our guys in the hallways with their peers coming up and congratulating them. General Manager said when they got their name badges to wear throughout the conference, theirs had a ribbon that said "Award Winner" on the bottom.

Resolution No. R-220 - Resolution Setting the Date for a Hearing and Giving Notice thereof of Election to Collect Sewer Service Charges on the County Tax Roll for the Fiscal Year 2009/2010 - General Manager said this was the District's annual resolution where the date is set for a hearing on placing sewer service charges on the tax roll. This year, the date is set for June 2, 2009. Between now and then a list of connections to our sewer system will be published and available for the public to review. The notice of the hearing will be published in the Coastal View on May 21st and May 28th. General Manager said it was staff's recommendation that the Board adopt Resolution No. R-220.

Director Moorhouse made a motion that the Board adopt Resolution No. R-220 setting the location, time, and date of the hearing and authorizing publication and notice per State law; Director Horwitz seconded the motion, and the motion was approved by the following 3-0 roll call vote: Director Moorhouse voted aye, Director Horwitz voted aye, and President Damron voted aye. Directors Treloar and Graf were absent.

Long Range Capital Improvement Program: 2007-2017 - General Manager said this was an item the Board agreed to revisit each year to let the Board know how our ten year capital program was developing. General Manager said this was a capital program put together in 2007 and ranges out to 2017. General Manager said this program was dynamic in nature. Capital projects often develop in response to changing conditions and project priorities can shift over time. General Manager said there are small scale capital equipment purchases that aren't appropriate to be on the big list that the District adds each year. General Manager said he would go over some of the changes on the list that have been updated from last year. General Manager said Pump Stations No. 1 and No. 2 were updated. The Grit Washer Replacement Project and the camera truck have been updated. General Manager said two projects, Lift Station No. 2 Force Main Realignment and the Ocean Outfall Stabilization, are on hold, but will be active once staff identifies how they will be accomplished. General Manager said the outfall is buried in sand and it's not the right time to place support under that project at this time. General Manager said the approach staff thought to take for the Force Main Realignment at Lift Station No. 2 in the Preliminary Engineering Study did not pan out and a new approach will be need to be developed.

General Manager said the timing has shifted back one year on the Plum Street Sewer Replacement project (pipeline that goes behind Delgadoes and along Carpinteria Avenue), and the Holly Avenue Sewer Replacement project did not change.

A million dollars was moved up on the schedule for the Collection System Rehabilitation Project because the pricing in this market is good.

A project for the Carpinteria Creek Crossing on the northside of 101 was modified. We are now talking about leaving this suspended line in the same configuration, but rehabilitating and reconstructing that pipeline versus putting it under the creek or something more drastic.

Director Moorhouse asked what the connection was with this project and the Caltrans Project. General Manager said one of the reasons this project was on hold was to see if

Caltrans would put an offramp through. General Manager said the alignments and alternatives Caltrans have developed do not impact the location of this line. President Damron said our line was 30 to 40 feet inland from the bridge. Director Horwitz asked if this would be a project to modify the existing line. General Manager said staff would take a rehabilitation approach for this pipeline, replacing the pipe that goes across the creek, reconstructing some of the supports on the land side of the creek, and replacing some of the bridge supports.

General Manager said a couple of projects were added that staff identified for the coming fiscal year, a SCADA upgrade and some work on the VacCon.

General Manager said as the District moves forward the Board would see this document. President Damron said this was one of the District's most important documents, and it was good to have a written plan that everyone could follow.

CLOSED SESSION: Legal Counsel announced that the Board would go into Closed Session at 5:55 p.m. regarding the following and would report any action taken when the Board reconvened into Open Session:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Per Government Code Section 54957. Title: General Manager

RECONVENE OPEN SESSION: The Board reconvened at 6:10 p.m. and President Damron reported there was no action taken during Closed Session.

Finance Committee – Director Horwitz said the Committee met today and went over the normal monthly budget items. Director Horwitz said the committee also had an opportunity to look at an insurance bid for the flood insurance, and new reports were presented on tracking the Septic to Sewer Projects. President Damron said they were tracked by three different account numbers, and each account number has six subaccount items.

Personnel Committee – Director Moorhouse said the Personnel Committee met and discussed the COLA and CPI. The committee discussed how it's presented to the Board as a means to adjust the salaries each year. Director Moorhouse said the committee thought more discussion was needed because CPI last year shows about a 3.5% increase, when there may not be any inflation from last year. Director Moorhouse said there was a period when there was an increase due to high gas prices. Director Moorhouse said they'd like more background on how and why these numbers are used so there can be some justification.

Director Moorhouse said the Personnel Committee was also informed that the District is entering into an open enrollment period for health insurance and were looking at a 16.5% increase to renew with the District's current carrier. Director Moorhouse reported staff is looking at alternative health insurance.

Director Moorhouse reported staff was given an update on the joint Safety Officer, and conducted the annual performance GM evaluation.

Public Relations Committee – did not meet.

Board General Items

CASA Legislative Committee Report – Director Moorhouse reported he would have a Legislative Committee Report at the next meeting, but reported briefly there was talk at the State level about recapturing waste water. Director Moorhouse said he thought the Board should have discussion sometime in the future about recapturing and reusing wastewater,

because he thought it would become legislation. Director Moorhouse said there were currently some bills surrounding this issue that he would continue to watch.

Director Horwitz thanked Director Moorhouse for keeping the Board informed on legislative issues.

Director Moorhouse said another issue was the use of solar power, and he thought public agencies would be expected to begin using solar power. There are some companies out there that have put solar power to use. Director Moorhouse said he did not think it would be cost effective at this point, but the District might want to consider bringing in one or two private companies to look at our agency and let us know what it would cost to implement. Director Moorhouse said it might not be cost effective, but we would have the information.

General Manager said he had been in communication with Sun Power, one of the solar energy producers, and they are the company that did the installation at the Thousand Oaks treatment plant. They agreed to buy back the energy generated from the solar panels at \$.165 per kilowatt hour. General Manager said that was a high number, because we are paying in the range of \$.09 per kilowatt hour. General Manager said for Thousand Oaks there was value in other ways in that they lock in the rate for an extended period and it was balanced with another project, so it made sense. General Manager said a lot of it was the “green” image for the city of Thousand Oaks.

Future Agenda Items

Adjournment. There being no further items to discuss, President Damron adjourned the meeting at 6:20 p.m.

Michael Damron
President

Pat Horwitz
Secretary Pro-Tem

Lin Graf - **Absent**
President Pro-Tem

Doug Treloar - **Absent**
Treasurer

Jeff Moorhouse
Secretary