

**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 **July 15, 2008**, at 5:30 p.m. at its District administrative office located at 5300 Sixth Street, Carpinteria, California.

Directors Present: Lin Graf – President
Michael Damron – President Pro-Tem
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 Graf called the meeting to order, and Director Horwitz led the Board, staff and public in the Pledge of Allegiance.

President Graf said, for the record, Director Treloar was absent tonight for the meeting.

President Graf asked if there were any modifications and/or changes to the agenda. Hearing none, the agenda stood as submitted.

President Graf reported the minutes of June 17, 2008 and July 1, 2008 were not available for approval.

Public Forum. None

General Manager's Status Report: General Manager reported on the following: **Staff Recruitment Update** – The District's newly hired Engineering Technician, Lance Lawhon, started to work on July 7th. General Manager said most recently Lance worked for the City of Santa Paula in their Public Works Department. He has also worked for the City of Oxnard and brings a lot of experience to the position; **IRWMP Meeting Report** – The IRWMP process is moving along. General Manager said he attended a meeting of the fifteen cooperating partners on July 8th in Buellton where they worked on a scope of work for a third party administrator of the grant. Once it is awarded there's a lot that goes along with putting together the accounting and submitting it to the state. General Manager said the partners

also talked about the upcoming Prop. 84 grant, related to IRWMP and were gearing up to pursue this funding opportunity as part of a larger Central Coast Region. General Manager said the District's project in the current Prop. 50 funding is the Bluffs Sewer Relocation Project. General Manager said he met with Penfield & Smith this past week to talk about the design scope effort, which is a CIP Project in our current year budget. Funds that we spend now could be used as matching funds to the grant monies; **CASA Budget and Legislative Update** – General Manager said the July 9, 2008 memorandum from Mike Dillon was attached to the Staff Report and provides an update on State Budget issues and other legislative issues; **Lift Station No. 4 Modifications Project Bid Opening** – Bids were opened on July 10, 2008. Two bids were received by the deadline. The bids were given to Kennedy/Jenks Consultants, the design engineer, and we expect to receive direction from them in the next week regarding a bid award. General Manager said one bid was from Tim Ferrie, Inc. and that bid was \$443,900, and the second bid was from Blois Construction for \$966,387; **Operations Update** – Treatment Plant and Collection System are operating fine. There were no overflows to report during the period. General Manager said some night work to hydroclean downtown pipelines in high traffic areas had been scheduled for mid-July.

As-Needed Engineering Contract – Penfield & Smith - Approval of Task Order No.

001 – General Manager said this was a task order under the as-need engineering contract with Penfield & Smith Engineers to support a CIP Project related to the engineering design services necessary to undertake replacement of the dry-pit submersible pumps at Lift Stations Nos. 1 and 2. General Manager said the design services include participation in technical meetings, design development, preparation of bid documents and bid period support. General Manager said for design and bidding purposes both projects were combined to become a single project, but they were two single projects on the CIP list. General Manager said it was staff's recommendation that the Board authorize the General Manager to approve Task Order No. 001 in the amount of \$24,548, pursuant to as-needed engineering services agreement with Penfield & Smith.

Director Horwitz made a motion that the Board authorize the General Manager to approve Task Order No. 001 pursuant to as-needed engineering services agreement with Penfield & Smith; Director Damron seconded the motion, and the motion was approved by a 4-0 vote.

SWRCB Expedited Payment Program Participation – August 2006 Effluent Limit Excursion Minimum Mandatory Penalties

– General Manager said a letter was attached to the Staff Report received July 8th from the State Water Regional Control Board (SWRCB). General Manager said with the State's minimum mandatory penalty program, anytime there is a violation of the NPDES Permit, they automatically charge a \$3,000 penalty. They reserve the right to take a more serious action and charge higher fines, but this is the minimum. General Manager said the State had extended an offer to participate in an expedited payment program. General Manager said the District knew back in 2006, related to an improvement project at the Treatment Plant, there were a small number of effluent violations. General Manager said from a reporting standpoint, three violations were reported the second or third week of August, 2006. General Manager said it was one incident that had to do with something that could not have been avoided or anticipated. General Manager said we were bypassing our Primary Clarifier using a different approach than had been used before because we were at that time rehabilitating our effluent channel in the clarifier, but we did not anticipate it sending our biological process out of whack and three violations were reported as a result. General Manager said there were some provisions that say if you notify the Regional Board ahead of time of an expected exceedance associated with capital improvements in your facility, that gives you some kind of grace period. General Manager

said the Regional Board was notified that we were making these improvements to our plant, but at that time we did not anticipate a problem. General Manager said staff discussed this matter with RWQCB staff at the time it occurred, and they gave no indication that MMPs would be assessed for the reported violations. General Manager said attempts to consolidate the three violations reported based on the fact that a single upset occurred would continue, although it is not likely that the \$9,000 penalty will be amended. General Manager said it was staff's recommendation that the Board authorize expedited payment of minimum mandatory penalties to the SWRCB as prescribed and amend the FY 2008/09 operating budget as necessary to cover these costs.

Director Damron made a motion that the Board authorize expedited payment of minimum mandatory penalties to SWRCB and amend the FY 2008/09 operating budget as necessary to cover these costs; Director Horwitz seconded the motion by a 4-0 vote.

Board Committee Reports

Finance Committee – did not meet.

Personnel Committee – did not meet.

Public Relations Committee – did not meet.

Board General Items

CASA Legislative Committee Report – Director Moorhouse reported Prop. 1A was off the table and safe for now.

Future Agenda Items – General Manager said he got an email from the General Manager of Summerland Sanitary District and their committee would like to get together with our PR committee again to discuss a coordinated public outreach effort. Director Moorhouse said October 4-11 is Public Awareness Week for “Down the Drain” which was one of the items discussed with that committee. Director Moorhouse said our District may want to use this opportunity to do something jointly with Summerland in some kind of public outreach. General Manager said we would work on setting up another meeting with the Summerland committee.

CLOSED SESSION – District Legal Counsel reported the Board would go into Closed Session at 5:57 p.m. regarding the following item:

CONFERENCE WITH LEGAL COUNSEL – Existing Litigation Per Government Code Section 54956.9 (a); One Case: William Taylor, et al vs. Joseph E. Holland, et al and Carpinteria Sanitary District; Case #56-2008-00320612-CU-JR-VTA; Ventura Superior Court.

President Graf reported the Board coming out of Closed Session at 6:32 p.m. and did not have any action to report. Regular Session reconvened.

Adjournment. There being no further items to discuss, President Graf adjourned the meeting at 6:32 p.m.

Lin Graf
President

Pat Horwitz
Secretary Pro-Tem

Michael Damron
President Pro-Tem

Doug Treloar - **Absent**
Treasurer

Jeff Moorhouse
Secretary