

**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 **September 21, 2010**, 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
Jeff Moorhouse – Secretary
Pat Horwitz – Secretary Pro-Tem
Doug Treloar – Treasurer

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

Legal Counsel
Present: Anthony Trembley

Public Present: None

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

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.

Board Approval of Minutes of the Meeting of August 17, 2010 – Director Horwitz made a motion that the Minutes of the August 17, 2010 Board meeting be approved as submitted; Director Graf seconded the motion, and the motion was approved by a 4-0 vote. Director Treloar abstained from voting due to being absent from the meeting.

Public Forum – none

General Manager's Status Report – General Manager reported on the following:
Public Records Act Requests – A California Records Act request was received from an individual from Goleta requesting information on General Manager and Board Members' compensation and benefits over a period of the last ten years. He also asked for the District's agreement with Legal Counsel and legal expenses incurred over the last ten years. General Manager said this type of information could sometimes be questionable as to whether it's a

Public Records request, as defined in the statutes, but in the interest of being transparent this information was provided. General Manager said this had also been the District's practice in the past. Director Treloar asked if the request represented an individual or group request. General Manager said the request was from individual who was concerned about information that was published related to compensation at the Goleta Sanitary District. General Manager said around the same time period the District received an email request from a reporter at the *Ventura County Star* wanting similar information, and that information was also provided; **SAMA Meeting Report** – On September 8th the District hosted the September meeting of the Sanitation Agency Managers' Association (SAMA). A planned tour of the VRSD Biosolids Heat Drying Facility had to be rescheduled due to a VRSD conflict. General Manager said the meeting was well attended and discussion was held regarding some collection system issues that were ongoing in the City of Santa Barbara. General Manager said they were taking a proactive approach by installing GPS monitoring equipment in their vehicles and utilizing consultants to optimize their maintenance activity in response to a high frequency of sewer overflows in the City. Discussion was also held regarding cured in place pipeline rehabilitation utilizing state of the art products and other issues, such as odors. The customers smelled odors from the fiberglass installation and the managers discussed how individual agencies dealt with that problem; **Septic to Sewer Project Update** – General Manager said he attended the Sandyland Cove Homeowners Association's annual meeting on Labor Day weekend and made a presentation. Representatives from E-One came up from Orange County and brought their full scale demo grinder pump. General Manager said it was a timely meeting because the District is in the process of receiving returned easement and user agreements from all the homeowners. General Manager said the County would require the District to have an easement and user agreement in place before the District could move forward with permitting. General Manager said there may be some latitude with the County if the District had not received 100% of the documents back from the homeowners. Director Moorhouse asked if this was a mandatory document that the homeowner was required to fill out and return. General Manager said this was an easement onto their private property that allowed the District to go on, install the grinder pump, abandon their system and maintain their pumps in the future. Director Moorhouse asked about potential problems going forward at Rincon. General Manager said there might be some homeowners who chose not to participate, even though they had paid their assessment. Director Moorhouse said he felt the Board should be proactive and begin discussions regarding this issue. Director Graf suggested placing this issue on a future agenda with input from Legal Counsel. General Manager said the District had filed a formal appeal with Caltrans of their decision to deny the District's encroachment permit application for the pipeline between Rincon Point and Carpinteria. General Manager said he received an email back from Caltrans indicating they were making preparations to hear a presentation by the District and its project team. The email suggested in the meantime the District might want to consider another hybrid alignment they sketched out in an electronic format. General Manager said the team did take a look at it and would continue to work with District 5 staff. The chief permit engineer will be in the District tomorrow to go out to the site to see in three dimensions what the constraints and issues are. General Manager said the District's consultant was still working on a solution at the Sacramento level. Director Treloar said he was surprised that Caltrans had turned the District down. He said he thought Caltrans had verbally agreed to the alignment. General Manager said he was surprised also. General Manager said staff had been talking to Caltrans since 2005 and were hopeful they would be supportive. General Manager said the District received a denial letter twice saying the proposed alignment was not consistent with policy. General Manager said the District had to politicize the process. A meeting was held with Ventura County Planning Department staff to discuss a position they indicated they were taking with respect to the District's land

use permit process for Ventura County. The Ventura County Planning Department staff said they had a number of properties with outstanding zoning violations, and they wanted to hold up our permit for the individual property permits related to the Septic to Sewer project until these zoning violations were cleared. General Manager said the issues with the grant monies and obligations under the assessment district made it inappropriate to tie the two together. General Manager said when this was explained to the officials, they came back and said they understood and would not burden the District's project with these zoning violation concerns. General Manager said the District's Conditional Development Permit would be considered by the Planning Commission, probably in October or November. A "follow-on" land use permit application was filed with the County of Santa Barbara, and the project team is compiling and preparing items that are required to be complete before a permit is issued. The project team is working with Brooke Irish, the District's web designer, to prepare and roll out more comprehensive information on the District's website for homeowners and the public related to the Septic to Sewer Project; **Server Replacement Project** – The District's network server replacement project was completed successfully. Lanspeed, the District's IT consultant, did an excellent job with minimal impact to daily operations; **SCAP Update** – SCAP's monthly newsletters provide a great deal of information on pertinent wastewater and are available to interested Board members. General Manager said the attachment to the Staff Report was a letter SCAP prepared on behalf of its members to Governor Schwarzenegger regarding SB 918 related to recycled water projects; **Operations Update** – The treatment plant is operating well and in full compliance with our NPDES permit. Our flows came down by about 200,000 gallons or so as the summer ended. General Manager said this was more dramatic than what the District had experienced in the past, and there was no explanation for it, other than tightening up the District's system. The SCADA replacement project is ongoing. The targeted date of completion in July/August ran into some technical issues that our consultant is still working full speed to complete. We should be able to roll it out in the next three to four weeks and get it online. There will be some kind of testing period where both applications will be running at the same time. The outfall survey was completed on September 9th by ABC Laboratories. Preliminary indications suggest there's one section of about 30 feet that is not supported by sand. Staff will review this finding in detail upon receipt of the video and written report and make a determination as to whether to commence the capital improvement project that's been on hold for a couple of years or take a different look and figure out what's appropriate. The pump controller at Lift Station No. 5 has experienced some problems and has been removed and sent to the manufacturer for repair. It hasn't caused any overflows or problems because with the new control panel there is a redundant control system that works fine in this situation. The collection system is running fine with no problems. A request was considered from the Carpinteria Valley Water District to discharge water produced from certain well development activities at their El Carro Well project. To date, CVWD has not needed to discharge to the sanitary sewer. General Manager said at the Carpinteria City Council Meeting last Monday there was a comment from a member of the public regarding an issue that she raised a couple of years ago about odors on the Bluffs coming from sewer manholes. In her comments she indicated the District came out and was not responsive. She said one of the District's staff members smelled the gas she was smelling, and she was concerned because gas may be accumulating and be explosive. General Manager said he just wanted to bring this to the Board's attention, in case they saw the meeting or heard anything. General Manager said for the Board's information, the District had always been very responsive to those types of comments. General Manager said he had gone out to the Bluffs after hours because she said it was happening between 5 and 6 pm. Gas detectors have been placed in the lines and staff did not confirm anything the member of the public was suggesting was happening.

Award of Equipment Bid – Rotary Screw Press Procurement - General Manager said this item was part of the District's Capital Improvement Program (CIP) project list for the current fiscal year. General Manager said staff had elected to procure a rotary screw press as a means of providing redundant dewatering. General Manager said at the present time the District had a single belt press. This would be a separate unit with different technology to dewater the biosolids and ideally give the District a drier cake and a redundant system. General Manager said it was a stand alone piece of equipment and our staff spent a lot of time looking at different products and technology. Ultimately, a spec was written around a single manufacturer called Huber, a company that has installations all around California. The spec was opened to alternative suppliers. FKC Company, Ltd. and Huber Technology, Inc. submitted bids on the project. On August 19th the two bids were opened, and the two bids were within 2% of each other. FKC was slightly lower, and a good deal of time was spent evaluating the two bids. The District leaned on Carollo's expert staff to help review and contrast the alternatives. General Manager said Carollo had been instrumental in the development of this type of technology for wastewater industry in California, designing screw-type presses for agencies throughout the state. General Manager said in evaluating the two bids it was determined that the Huber press met the District's needs better than the FKC product. It fit better within the dimensions of the existing space. General Manager said the FKC was dimensionally longer and would stick out further from the pad. Performance of the unit was considered. They both maintained they would be compliant within our specification requirements. In talking with Carollo, the return rate on the FKC press was not quite the same as the Huber. General Manager said that meant that material would go back to the District's headworks and back through our treatment process. General Manager said installation would be completed utilizing inhouse staff. General Manager said the bid was for procurement of the equipment only, so the District was not undertaking a public works project. General Manager said the public contract code that allowed the District to select the lowest responsive bidder did not apply.

General Manager said the two bids were within \$3856 of one another, and at the staff level it was determined that the Huber press better met the District's specific needs. General Manager said the District's purchasing resolution, Resolution No. R-91, provides latitude to select a bid with other considering factors for equipment procurement. General Manager said for the District's specific needs and for installation at the plant, it was staff's recommendation that the Board authorize the General Manager to award the bid to Huber Technology based on their bid price of \$196,540.00 and to authorize staff to issue a purchase order for the proposed rotary screw press.

Director Horwitz asked if the FKC equipment was purchased would a platform need to be constructed to allow for equipment maintenance. General Manager said that was a potential additional cost item. General Manager said in looking at the FKC equipment that had been installed in Fillmore, it was raised and to access the top Fillmore had to install a platform and railings. General Manager said this was not accounted for in FKC's bid.

Director Treloar said the CIP account had been established for \$240,000 in the budget, and asked if that included installation. General Manager said that price did include labor with a few days of support from a local general contractor and an electrical contractor. General Manager said hopefully the completed project cost would come in lower than the \$240,000. Director Treloar asked if staff or Carollo had seen both the Huber and FKC pieces of equipment in action. General Manager said yes. Mark Bennett and Mark Rogers went to a facility in Big Bear, and the City of Santa Paula had a Huber press. General Manager said this technology had emerged in the last five to six years, and for small treatment plants it was very efficient, simple, low energy demand and produced a good product.

Director Treloar made a motion that the Board authorize the General Manager to award the bid to Huber Technology, Inc. based on their bid price of \$196,540.00 and to issue

a purchase order for the proposed rotary screw press; Director Graf seconded the motion, and the motion was approved by a 5-0 vote.

Finance Committee – Director Treloar reported the Finance Committee met yesterday and went over the monthly budget reports, Request For Proposals (RFP) for a rate study, County Property Tax Summary, and a report on the Assessment District.

Personnel Committee – did not meet.

Public Relations Committee – did not meet.

Board General Items

CASA and CSDA Legislative Committee Reports – Director Moorhouse said he attended the 55th Annual CASA Conference on August 18 – 21, 2010 in Monterey, and it was well attended. Director Moorhouse said he was the moderator for a joint directors and managers meeting. The topics discussed included good governance and the panelists included Dr. Chuck Beesley. Director Moorhouse had copies of Dr. Beesley's PowerPoint presentation for any Board member that might be interested. Director Moorhouse said Lisa Yates gave a presentation on good governance with Kevin Hardy, a General Manager at Encino Wastewater Authority, giving the perspective from the manager's side, and Director Moorhouse giving the perspective from the board member's side. Director Moorhouse said there was a lot of discussion at the State Legislative Committee level, and said all the Board should have received a copy of the annual CASA conference report that had state and federal legislature. Information on biosolids was also included in the conference report. Director Moorhouse said there was good and bad news. The good news is that it is good for the environment, and the bad is that it costs a lot of money. Director Moorhouse said the districts would be expected to raise rates to pay for some of the programs legislated by state legislatures. Director Moorhouse said he saw CASA being very active over the next few years as the economy recovers and some of the legislation starts to hit. Director Moorhouse said he fulfilled his term as the Chair of CASA's Executive Committee, and he was now the Chair of the State Legislative Committee for a two-year term.

General Manager asked if Mike Dillon had any thoughts on a proposition to postpone or repeal AB32 requirements. Director Moorhouse said this would be an upcoming topic of discussion and he would report back to the Board.

LAFCO Report – Director Moorhouse reported LAFCO had not met, but reported there was a special meeting scheduled for October 14th, and Carpinteria Sanitary District had an item on the agenda. General Manager said it was the Dahlia Court annexation that had already come before this Board. Director Moorhouse said that item had been submitted in July and he would try to find out why LAFCO had not met in two months. Director Moorhouse said Carpinteria and Montecito both had issues to be heard. Director Moorhouse said the October 14th LAFCO meeting would be focused on the City of Goleta detachment, but there would be discussion and no action. The discussion and action would be on Goleta West Sanitary District's demand that the application be withdrawn because of timeliness. Director Moorhouse said he would be attending the California LAFCO Conference on October 6th and 7th for LAFCO, and mentioned there would be no costs to the Carpinteria Sanitary District.

Future Agenda Items – Rincon Beach Communities Septic to Sewer Project - Easements and Connections

Adjournment. There being no further items to discuss, President Damron adjourned the meeting at 6:10 p.m.

Michael Damron
President

Pat Horwitz
Secretary Pro-Tem

Lin Graf
President Pro-Tem

Doug Treloar
Treasurer

Jeff Moorhouse
Secretary