

**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 23, 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 - **Absent**
Doug Treloar – Treasurer - **Absent**

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

Legal Counsel
Present: Anthony Trembley

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

President Graf said, for the record, Directors Horwitz and Treloar were absent for tonight's meeting.

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

Approval of Minutes of August 19, 2008 – Director Damron made a motion that the Board approve the August 19, 2008 Minutes 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 - IRWMP Meeting Report - General Manager said he attended a meeting of the Cooperating Partners on September 18, 2008 in Buellton. Kennedy/Jenks Consultants gave a presentation on their proposal to administer the state Prop. 50 grant. A draft MOU between the project partners was discussed. General Manager said the partners were also working on sub-agreements with the County Water Agency prior to the County executing the primary agreement with the SWRCB. District Legal Counsel is reviewing the MOU and the sub-agreement, which will be brought back to our Board for consideration in the next couple of months. General Manager said the County of Santa

Barbara Flood Control Department withdrew a \$200,000 project related to the Santa Maria River levee. Funds will be shifted to cover grant administration costs and will pay for nearly all of Kennedy/Jenks first year fees to administer the grant; **CASA Legislative Update** – General Manager said an update from Mike Dillon of CASA was attached to the Staff Report for the Board with a September 16th summary report on the State budget proceedings. Director Graf and Legal Counsel reported the Budget had been signed by the Governor today. General Manager said the budget did not include any Prop. 1A borrowing; **South Coast Beach communities Septic to Sewer Project** – Cash payment notices were mailed out the last week in August and are due on or before October 17, 2008. A number of payments have been received and a bank account has been set up, as required by the statutes to hold those cash payments until all proceeds come in. The District's team has fielded a large number of inquiries and questions from residents in the assessment area and their agents. A fact sheet, addressing many of the recurring questions, was put together and mailed out to property owners yesterday. The project finance team is working on the documentation necessary for the upcoming bond sale; **Santa Barbara County Independent Special Districts Compliance Report** – The County of Santa Barbara Auditor-Controller published a Compliance Report dated September 2, 2008 reporting on the fiscal strengths and vulnerabilities of independent special districts within the County. General Manager said he attached a couple of excerpts from the report that pertain to our District. The District received a favorable report based on audited financial statements and annual budgets submitted to the County during the past two fiscal years; **CSD Industrial Source Control Survey** – Lance Lawhon, the District's Engineering Technician, prepared and mailed out an Industrial Source Control Survey to approximately 70 industrial and R&D businesses in the Carpinteria Valley. This type of comprehensive evaluation of non-residential dischargers has not been conducted here for many years, and it will provide information and direction for any necessary changes or expansion of our source control program; **Operations Update** – The Wastewater Treatment Plant and Collection System are operating fine with no overflows or mainline problems reported during the period. The District's on-line DMR reporting is functioning well. A new trailer mounted pump was ordered and delivered and has a critically silenced feature which will provide major improvement during emergency bypass situations. The blower at pump station #1 was installed and is functional. The Fire Department has been conducting some firefighting foam training events at the WWTP yard. The outfall was inspected this month. At this time the outfall is almost completely buried in sand and fully supported. The structural stabilization project will remain on hold until sand migration allows or warrants remedial action. The Mission Terrace Estates project is moving forward. One unit has been sold and the owners are requesting occupancy. The District is working on the start up of the pump station with the developer and the pump station provider. The plantwide Arc-Flash evaluation and upgrade project will begin on September 29th. This is to comply with a new CalOSHA requirement. An electrical engineering consultant will be inspecting all of the panels and motor control centers and providing labeling as required. There have been some problems experienced with the District's SCADA server computer. Our integration consultant is working with Dell to address these issues. Three staff members will be attending the Tri-State Seminar on the River in Primm, NV from September 25-27th of this week.

Cash Contract No. 354 – Teaman, Ramirez & Smith, Inc. – General Manager said this was the final year of the District's contract with Teaman, Ramirez & Smith, Inc. for independent auditing services. General Manager said they had done a great job for the District. The work was very professional and they were available to answer any questions from staff during the year. General Manager said there was discussion at the Finance Committee regarding the auditing services provided by Teaman, Ramirez & Smith and there

was concurrence from the committee to bring the proposal to extend their services for three additional years to the Board at the next meeting. General Manager said based on proposals received from other firms in 2006 and the excellent service provided by Teaman, Ramirez & Smith, staff believes the proposed fee is reasonable and appropriate. General Manager said it was a joint recommendation from staff and the Board Finance Committee that the Board review and approve Cash Contract No. 354 between the Carpinteria Sanitary District and Teaman, Ramirez & Smith, Inc. for independent auditing services with a not to exceed contract amount of \$22,500.

Director Damron made a motion that the Board approve Cash Contract No. 354 between the Carpinteria Sanitary District and Teaman, Ramirez & Smith, Inc. dated September 23, 2008; Director Moorhouse seconded the motion, and the motion was approved by a 3-0 vote.

Resolution No. R-214 – A Resolution in Support of “No Drugs Down the Drain!” Week – October 4-11, 2008- General Manager said this was a resolution that had to do with a campaign coming up October 4-11, 2008 called “No Drugs Down the Drain!” week. General Manager said this was a collective push from CASA, CWEA and SCAP and a number of larger municipalities to encourage and educate the public in a statewide campaign to discourage the discharge of unused pharmaceuticals to public sewer systems. General Manager said the public is being encouraged to dispose of prescription and nonprescription drugs, and other medicines in other manners, such as collection centers or properly disposing them in a landfill. General Manager said this follows some studies by the US Geologic Survey and a series of news articles that have identified trace concentrations of pharmaceuticals in the environment and in some public water supplies.

General Manager said as a District this resolution is a step in support of this campaign, and the Board would be acting to endorse this week of October 4-11th as “No Drugs Down the Drain!” week. General Manager said the District’s webpage will provide the same information regarding how to manage unused pharmaceuticals, and the District’s fall newsletter and an article in the Coastal View next week will also provide information to the public.

General Manager said it was staff’s recommendation that the Board adopt Resolution No. R-214 in support of “No Drugs Down the Drain! Week from October 4-11, 2008.

Director Graf asked if staff found out from local pharmacists what they tell people as far as disposing of unused drugs. General Manager said local pharmacists don’t tell them anything. Lance Lawhon, our Engineering Technician, discussed this issue with all our local pharmacists, and also talked to Samsun and the Sheriff’s Department and they were all unsure. They said in all their experience they had never had anyone ask them how to dispose of prescription drugs.

General Manager said the information on the District’s website will tell the public if they have prescription drugs to dispose of to add some water and coffee grinds or kitty litter, and tape it up and throw it into their trash.

Director Moorhouse said there was a collection center at UCSB and there needs to be a collection center established in Carpinteria, but he did not know which agency would take the lead.

General Manager said there would probably be some statewide media advertisements related to this issue.

Director Damron made a motion that the Board adopt Resolution No. R-214 in support of “No Drugs Down the Drain!” week from October 4-11, 2008; Director Moorhouse seconded the motion, and the motion was approved by the following 3-0 roll call vote: Director Damron voted aye, Director Moorhouse voted aye and Director Graf voted aye.

Board Committee Reports

Finance Committee – Director Moorhouse said the Finance Committee met and Director Horwitz, Finance Committee Chair, was not present to report on the meeting, but everything was in order. Director Moorhouse said the committee discussed the budget detail and the audit.

Personnel Committee – did not meet.

Public Relations Committee – The Public Relations Committee met the end of August and discussed the draft of the upcoming newsletter.

Board General Items

CASA Legislative Committee Report – Director Moorhouse said he would have a report at the next meeting.

Future Agenda Items – none.

CLOSED SESSION – District Legal Counsel reported the Board would go into Closed Session 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 5:56 p.m. Legal Counsel, Anthony Trembley, reported the Board of Directors voted, 3-0, to ratify the settlement agreement in the subject litigation previously entered into between the contestants and defendants, Item V. on this agenda. Legal Counsel said this Closed Session report was being given pursuant to Government Code Section 54957.1a3b, pursuant to the agreement that the contestants dismissed their action with prejudice and made several promises in connection with the Septic to Sewer Conversion Project, including, among other thing, an obligation to cooperate in supporting the District's decision to implement the project and not to oppose or bring certain actions against the project as set forth in the agreement. The parties also mutually released each other from certain claims connected to the lawsuit and certain matters related to the project.

Adjournment. There being no further items to discuss, President Graf adjourned the meeting at 5:58 p.m.

Lin Graf
President

Pat Horwitz - **Absent**
Secretary Pro-Tem

Michael Damron
President Pro-Tem

Doug Treloar - **Absent**
Treasurer

Jeff Moorhouse
Secretary