

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE GOLETA WEST SANITARY DISTRICT  
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA  
OCTOBER 1, 2024**

**In-person and teleconference/virtual meeting**

**POSTING OF THE AGENDA**

The agenda for this meeting was posted in the display case outside the administrative office of the Goleta West Sanitary District and on the District's website at least 72 hours in advance of this regular meeting.

**1. CALL TO ORDER**

Director Turenchalk called the meeting to order at 5:31 PM

**2. ROLL CALL: BOARD MEMBERS PRESENT**

David Bearman M.D. (joined remotely at 5:37 PM under traditional teleconferencing provisions of the Brown Act)

David Lewis

Craig Geyer

Robert Thomas

Eva Turenchalk

**BOARD MEMBERS ABSENT**

None

**STAFF PRESENT**

Brian McCarthy – General Manager/Board Clerk-Secretary

Jena Acos – District Counsel – attended remotely

Austin Catlin – Environmental Compliance Specialist

**OTHERS PRESENT**

Ted Morton – Santa Barbara Channel Keeper (attended remotely)

Elke Kane – District Special Counsel, Trusted Legal, A PLC (attended remotely)

**3. REQUEST FOR REMOTE PARTICIPATION UNDER AB 2449**

None.

**4. APPROVE THE ORDER OF THE AGENDA**

No changes were made to the order of the agenda.

**5. PUBLIC COMMENT**

No public comment.

**6. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETINGS OF SEPTEMBER 17, 2024**

(24-10-73)

Upon a motion by Director Lewis, seconded by Director Thomas, the Board approved the minutes for the September 3, 2024 Regular Board Meeting by a 4-1 vote with Director Bearman being absent.

7. **GENERAL MANAGER UPDATES**

The General Manager provided a report.

8. **LEGAL COUNSEL UPDATES**

No report.

9. **RECONSIDERATION OF THE CONDITIONS CONSTITUTING AN EMERGENCY**

The General Manager provided an update on the status of the force mains repairs, improvements, and assessment during the General Manager updates. Counsel introduced this item and added that this was discussed with the Ad Hoc Committee. Counsel is recommending not ratifying Resolution No. 24-823. District Counsel provided some additional information regarding declaring an emergency in the future should the Board choose not to ratify the Resolution. Discussion ensued and there was no public comment. Counsel clarified that the conditions are no longer in effect to re-ratify the Resolution. No action was taken by the Board on this action and Resolution No. 24-823 declaring an emergency is no longer in effect.

10. **CONSIDERATION OF EDITS AND UPDATES TO THE GOLETA WEST SANITARY DISTRICT PERSONNEL POLICY/EMPLOYEE HANDBOOK**

(24-10-74)

The General Manager introduced this item and Ms. Elke Kane of Trusted Legal, A PLC. Ms. Kane provided a report and answered questions from the Board. The Board requested that Counsel investigate per diem allowance in Appendix A. Upon a motion by Director Thomas, to adopt the Personnel Policy/Employee Handbook as written, seconded by Director Geyer, the Board adopted the by the following roll call vote.

AYES: Lewis, Turenchalk, Bearman, Geyer, Thomas  
NOES: None  
ABSTAIN: None  
ABSENT: None

11. **COMMUNICATIONS**

Noted as received.

12. **REPORTS**

**A. Operations Report**

The General Manager provided a report.

**B. SB Airport Commission**

Director Thomas provided a report.

**C. Other Reports**

None.

13. **FUTURE AGENDA ITEMS (4)**

- 1- SCADA demonstration/presentation to the Board
- 2- Consider written procedure for declaring an emergency
- 3- Presentation from District Counsel on GSD Agreements
- 4- Presentation from Steve Wagner regarding CIP project decisions and costs

15. **ADJOURNMENT**

There being no further business, President Turenchalk adjourned the meeting at 6:46 PM.

  
Brian McCarthy, Board Clerk-Secretary

**APPROVED**

  
Eva Turenchalk, Board President

# Operations Report

September 11 - 25, 2024

## Administration

District counsel and staff continue to communicate with the Ad Hoc Committee, the Board, regulatory agencies, and consultants regarding matters related to the February Spill. District counsel and the General Manager are scheduled to meet with the State Water Quality Control Board to Discuss the February Spill on October 3rd.

Staff is revising and updating existing Standard Operating Procedures (SOPs) and Inspection Documents. SOPs and inspection documents are being drafted for every District asset, piece of equipment, pump station and vehicle.

Staff met with the City of Goleta Interim Public Works Director and Acting Assistant Public Works Director to discuss the City's planned public works capital improvement projects and our respective agency's street sweeping programs.

The Bartlett, Pringle & Wolf's (BPW) Client Accounting Services (CAS) team continues to complete routine accounting and financial tasks for the District. Efforts to true-up personnel and benefit records continue. Biweekly coordination meetings with the BPW team occur every other Tuesday.

Weekly Owner-Architect-Contractor (OAC) meetings for the Headquarter Buildings Improvement Project have been temporarily discontinued. Ed Galindo, EGA Architects, and Alicia Harrison, BHFS, will be meeting with the City of SB permitting officials to work through comments and corrections to the third submittal for a permit for construction of the new Administration Building.

Staff attended the Goleta Slough Management Committee.

Staff participated in the September 22<sup>nd</sup> Prenatal Education Program (PEP) Touch-A-Truck event at SB City College. The Elgin RegenX street sweeper and Vactor RamJet vehicles were on display.

## Collection System

Staff continues to perform weekly inspections of the force mains route to GSD taking photos and noting any unusual conditions. These inspections are typically done on Wednesdays and the records are kept on the District server.

Staff continues to work with MNS Engineers on the Force Mains Condition Assessment and risk analysis. MNS and Xylem are tentatively scheduled to perform the assessment of the 24-inch force main between GWSD and GSD during the week of November 4, 2024.

Staff completed hydro cleaning the Hollister Village and are currently working on the Winchester cleaning routes.

UCSB North Campus Faculty Housing project continues along Phelps Road on the West Campus Open Space. Ongoing modifications to the existing sewer main lines to accommodate lot line adjustments is being inspected by District staff.

Correspondence with Redzone, Inc. continues to improve the District's ICOP CMM system and with Cannon Engineering for improvements and integration of new alarms and data collection in the District's SCADA system. District staff has been evaluating other CMM programs for consideration that may be capable of providing additional support and record keeping for the District.

Staff is working with Cannon Engineering to properly integrate the flow signal from recently installed PS1 flow meter into the District SCADA system. Once integrated, Cannon will configure alarm capabilities to alert the District when there is a difference between the effluent from PS1 and GWSD influent into GSD. Discussions regarding future SCADA upgrades and hardware replacement continue.

A Sewer Availability Letter was issued for a second story ADU addition at 6626 Trigo Road.

Staff reviewed and discussed GWSD's Wet Weather SOPs and completed Wet Weather Protocol Training.

### **Industrial Waste & Environmental Compliance**

Staff collected Industrial Wastewater Discharge Permit compliance samples from the following Class IV Categorical industrial users: Raytheon B-1 end of process, Raytheon B-8 end of process, Google GQ3 end of process, Google GQ3 end of pipe, Raytheon B-1 end of pipe, Raytheon B-8 end of pipe, Teledyne FLIR end of pipe, Transphorm end of pipe, Apeel end of pipe, Karl Storz Imaging end of pipe, Lockheed Martin SB Focalplane end of process, and Lockheed Martin SB Focalplane end of pipe.

Staff conducted the 3<sup>rd</sup> quarter Industrial Wastewater Discharge Permit compliance inspection at Lockheed Martin SB Focalplane.

### **Street Sweeping**

District staff continues to perform street sweeping services as the regular operator is unavailable. The program has remained on schedule. Street sweeping makeup days for holidays continues to be posted on the District website.

Graffiti:	None reported
Abandoned Vehicles:	None reported
Hours:	33.9
Miles:	302.3
Loads:	15

Maintenance: Routine inspections and maintenance of street sweepers is performed as needed or per schedule. Flat tire fixed by Dal Pozo Tire.

Marborg: None to report.

**Table of Treatment Capacity in GSD Plant**

GWSD Average Daily Flow	June 2024	2.05483 MGD; 50.0510 %
GWSD Average Daily Flow	July 2024	1.82227 MGD; 49.1382 %



## Sewer Operations Cleaning Summary from September 10, 2024 to September 24, 2024

Your environmental partner since 1954

Descripton	Quantity
<b>Feet Cleaned</b>	
Hydroclean	7,649 ft.
Hot Spot	235 ft.
	<hr/>
	<b>7,884 ft.</b>
<b>Lines Cleaned</b>	
Hydroclean	43 lines
Hot Spot	1 line
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	<b>44 lines</b>

**Goleta West Sanitary District**  
**Allowance of Claims**  
**8/30/24 - 9/23/2024**

Rev\_n

<b>Vendor ID</b>	<b>Vendor Name</b>	<b>Transaction Description</b>	<b>Check Date</b>	<b>Document Amount</b>
ADP01	ADP Inc	Payroll Fees	9/13/2024	\$ 953.90
AQU01	Aqua-Flo Supply	Operations Supplies	9/11/2024	142.39
BAR01	Bartlett Pringle & Wolf LLC	Accounting Services	9/11/2024	43,325.08
BAR02	Barricade Pest Control	Pest Control	9/11/2024	115.00
CAL03	Public Employees HEALTH	CalPERS Health Insur	9/9/2024	17,772.69
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	9/6/2024	1,124.43
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	9/6/2024	4,931.72
CAL12	CalPERS Public Employee's Retirement System	GASB 68 Services Fees	9/12/2024	700.00
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	9/20/2024	1,151.55
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retir Contr	9/20/2024	4,931.72
CAN01	Cannon Corp	Alarm Repairs	9/20/2024	973.50
CIN01	Cintas Corporation	Safety Supplies	9/11/2024	108.00
CITIG06	Channel Islands Technology Integrators' Group	Computer Support	9/11/2024	2,039.98
CWE01	CWEA CA Water Environmental	Membership	9/20/2024	239.00
DAT01	Datco Service Corp	Service Fees	9/11/2024	16.50
EDU01	Eduardo Galindo Architect	District Building Project	9/20/2024	15,000.00
FIR01	First Bankcard	Credit Card Payment	9/16/2024	3,892.63
FIR02	FirstNet	Phones	9/11/2024	424.88
GOL04	Goleta Water District	Water	9/11/2024	146.58
GOL06	Gold Coast Environmental	Flow Meter Connection	9/11/2024	4,185.00
LIN01	Lincoln National Life Insurance	457 Plan	9/3/2024	2,425.09
LIN01	Lincoln National Life Insurance	457 Plan	9/13/2024	2,445.54
MAR01	Marborg Industries	Waste Removal	9/11/2024	4,396.97
MIS01	Mission Linen Supply	Uniforms & Towels	9/11/2024	1,875.74
MNS01	MNS Engineers Inc	Sewer Assessment	9/20/2024	1,250.00
MSW01	Mountain Spring Water	Water Delivery	9/11/2024	136.00
REL01	Reliance Standard Life Insurance	Insurance	9/11/2024	5,290.95
SIL01	Silvia's Cleaning Company, Inc.	Cleaning	9/11/2024	1,300.00
SOU02	Southern California Edison Co	Electricity	9/11/2024	729.69
SPE01	Specialty Tool And Bolt	Repairs	9/11/2024	188.61
TAF01	Taft Electric Company	Repairs	9/11/2024	11,484.52
THE02	The Gas Company	Gas	9/11/2024	25.59
TIE01	Tierra Contracting Inc	Construction	9/11/2024	46,130.00
TRL01	Trusted Legal	Legal Consulting	9/11/2024	726.00
UCR08	UC Regents	Internet	9/11/2024	103.25
UND01	Underground Service Alert	Digi Alerts	9/11/2024	144.95
VEL01	Velocity Truck Center Ventura County	Truck Supplies	9/11/2024	448.98

VEN02	Venco Controls, Inc.	Repairs	9/11/2024	23,795.28
WEX01	WEX Bank	Vehicle Fuel	9/3/2024	1,950.26

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**Total Services & Supplies** \$ **207,021.97**

Payroll - (1) Pay Date \$ 36,605.19

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**Total Allowance of Claims** \$ **243,627.16**