

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
December 5, 2017**

POSTING OF THE AGENDA

The agenda notice 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 the meeting.

1. CALL TO ORDER

President Meyer called the meeting to order at 5:30PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

Larry Meyer
Eva Turenchalk
Dr. David C. Lewis (arrived at 5:32)
Craig Geyer
Dr. David Bearman (arrived at 5:32)

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Mark Nation – General Manager/Superintendent
Steven A. Amerikaner – General Counsel

OTHERS PRESENT

Jerry D. Smith – Goleta Sanitary District
Danna McGrew - BPW
Bruce Corwin – The Corwin Group

3. APPROVE THE ORDER OF THE AGENDA

President Meyer moved item No. 9 in front of item No. 6 and item No. 11 before item No. 7.

4. PUBLIC COMMENT

None.

**5. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF
NOVEMBER 21, 2017**

(17-12-57)

Upon a motion by Director Geyer, seconded by Director Bearman, the Board unanimously approved the minutes of the Regular Board Meeting of November 21, 2017 as presented.

6. **PRESENTATION OF THE FISCAL YEAR 2016-2017 ANNUAL FINANCIAL STATEMENTS**

Danna McGrew from Bartlett, Pringle and Wolf, LLC reviewed the FY 2016-2017 Financial Statements with the Board and answered any questions that arose.

(17-12-59)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved to accept the Fiscal Year 2016-2017 Annual Financial Statements as presented.

7. **ACTUARIAL STUDY OF RETIREE HEALTH LIABILITIES UNDER GASB 74/75 AS OF JUNE 30, 2017 PREPARED BY TOTAL COMPENSATION SYSTEMS, INC.**

The General Manager provided a summary of the Actuarial Study and answered question from the Board.

(17-12-61)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved to accept the Actuarial Study of Retiree Health Liabilities Under GASB 74/75 as of June 30, 2017 as presented.

8. **FIRST QUARTER FISCAL YEAR 2017-2018 FINANCIAL REPORT**

(17-12-62)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved to accept the First Quarter FY 2017-2018 Financial Report as Presented.

9. **STANTEC CONSULTING SERVICES, INC. PROPOSAL FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE PHELPS ROAD TRUNK SEWER PROJECT**

Bruce Corwin, Staff and the Engineering Committee reviewed the process that was used to come to the recommendation of Stantec Consulting Services, Inc. for this project.

(17-12-58)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved to accept the proposal from Stantec Consulting Services, Inc. for Construction Management Services for the Phelps Road Trunk Sewer at a cost not-to-exceed \$379,000.00.

Note: This item was heard prior to item No. 6

10. **DECLARE THE 2003 CHEVROLET CCTV VAN SURPLUS TO THE DISTRICT**

(17-12-63)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved to declare the 2003 Chevrolet CCTV Van surplus to the District and authorize its sale to the Santa Maria Joint Union High School District at a cost of \$10,000.00.

11. **ELECTION OF BOARD OFFICERS AND BOARD SECRETARY FOR CALENDAR YEAR 2018**

(17-12-60)

Upon a motion by President Meyer, seconded by Director Lewis, the Board unanimously approved to select Director Turenchalk as Board President, Director Bearman as Vice-President and Mark Nation as Board Secretary for Calendar year 2018.

Note: This item was heard prior to item No. 7

* Director Bearman left the meeting following this item*

12. **COMMUNICATIONS**

None.

13. **REPORTS**

Operations Report

The General Manager provided a report.

Engineering Committee Meeting

President Meyer provided a report.

Finance Committee Meeting

Director Geyer provided a report.

Goleta Sanitary District Board Meeting

President Meyer provided a report.

City of Goleta Council Meeting

No report.

Other Reports

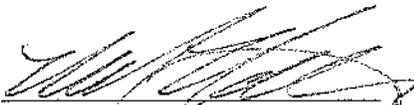
None.

14. **FUTURE AGENDA ITEMS**

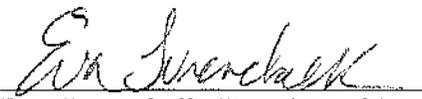
None.

15. **ADJOURNMENT**

There being no further business, President Meyer adjourned the meeting at 6:20PM.


Mark Nation, Board Secretary

APPROVED


Eva Turenchalk, Board President

November 16, 2017 – November 30, 2017

Administration

Staff attended Engineering and Finance Committee meetings.

Staff attended the monthly SBCCSDA meeting.

Staff completed working with the District Auditors to complete the annual audit.

Staff continues working to complete the application required for renewal of the SDLF District Transparency Certificate of Excellence.

Staff released the Payment and Performance Bonds for the Hollister Village Project as the one year requirement for them to be in place has expired.

Collection System Maintenance

The crew continues its start on 2018 CCTV work.

This period the crew completed all scheduled, hotspots and root cutting and is cleaning lines in the San Miguel tract. A Sewer Operations Summary is attached to this report.

Nu-Line Technologies continues lining sewers for the Phase VI Pipeline and Manhole Maintenance Project. They are expected to be 100% done by December 10th. District Staff is inspecting this project.

Tierra Contracting has completed all work on the 6-inch Pipeline upgrade Project. Closeout paperwork is in progress. Well ahead of schedule.

District Staff continues inspecting the public sewer portion of the Village at Los Carneros Project as needed.

Staff continues working with a consultant to improve communications and reliability of District's SCADA (Supervisory Control and Data Acquisition) system. Recently there have been several false alarms being sent.

Staff continues monitoring Granite Construction as they work on the City of Goleta's Hollister Avenue bike path project which requires raising and/or lowering some of the sewer manholes in that area and the raising of sewer manholes in areas affected by the City of Goleta 2016-2017 Pavement Overlay Project.

Staff is working with MNS Engineers to complete some GIS map update/corrections that are needed on the collection system maps.

Staff issued a trenchless sewer lateral replacement permit for 7388 Elmhurst Place.

District Staff participated in safety training on Fall Protection; and Slips, Trips, and Falls

Industrial Waste

District Staff continues FOG inspections for the 2017 period. 11 restaurant inspections were completed. On schedule to finish the 2017 work as scheduled.

Staff continues with the annual Industrial Wastewater Discharge Permit renewal process with all permitted industries within the District.

Staff has been corresponding with Corning Technology Santa Barbara regarding their new facility at 55 Castilian Drive and Industrial Wastewater Discharge Permit requirements.

Staff collected Industrial Wastewater Discharge Permit compliance samples from the following industries: Calient Technologies, Costco Wholesale, and Cree SB Technology Center.

Street Sweeping

Graffiti & Abandon vehicles – none to report at this time

Hrs. – 19

Miles – 138

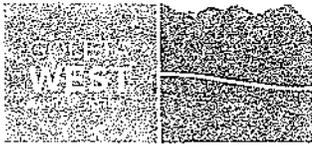
Loads – 8

MARBORG: 11/23/17 = 10.94

- Changed main broom on eagle

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	September 2017	MGD 1.282; 33.57%
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Sewer Operations Cleaning Summary from November 16, 2017 to November 30, 2017

Your environmental partner since 1954

Description	Quantity
Feet Cleaned	
Hot Spot	7,376 ft.
Hydroclean	5,519 ft.
Root Cutting	1,835 ft.
	<hr/>
	14,730 ft.
 Lines Cleaned	
Hot Spot	27 lines
Hydroclean	27 lines
Root Cutting	6 lines
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	60 lines
 Other Work Orders	
CCTV Work Order	12 Work Orders
FOG Inspection	11 Work Orders
Parcel Permit	1 Work Order
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	24 Work Orders

GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
Nov 15, 2017 - Dec 01, 2017

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
ADP- Payroll Processing	\$ 522.99	\$ -	\$ -	\$ 522.99
Accountemps- Contract Labor	\$ 2,400.65	\$ -	\$ -	\$ 2,400.65
Bartlett, Pringle & Wolf- Audit & Consulting Svcs	\$ 6,318.00	\$ 702.00	\$ -	\$ 7,020.00
Barricade Pest Control- Monthly Svc	\$ 100.00	\$ -	\$ -	\$ 100.00
CSDA- Membership	\$ 6,383.00	\$ -	\$ -	\$ 6,383.00
CalPERS- Pension	\$ 3,337.31	\$ 212.81	\$ -	\$ 3,550.12
CalPERS- Health Ins	\$ 11,834.96	\$ 804.89	\$ -	\$ 12,639.85
CWEA- Memberships & Certifications	\$ 280.00	\$ -	\$ -	\$ 280.00
Duthie Electric Svc. Corp.- Generator Service	\$ 3,368.69	\$ -	\$ -	\$ 3,368.69
First Bank Visa- Supplies, Meetings	\$ 841.27	\$ -	\$ -	\$ 841.27
Frontier- Phone Svc	\$ 336.22	\$ 21.46	\$ -	\$ 357.68
Geyer, Craig- SBCCSDA Reimbursement	\$ 76.38	\$ -	\$ -	\$ 76.38
Grainger - PS#1 Supplies	\$ 101.73	\$ -	\$ -	\$ 101.73
Home Depot- Operating Supplies	\$ 184.85	\$ -	\$ -	\$ 184.85
Lincoln Financial- 457 Contributions	\$ 450.00	\$ -	\$ -	\$ 450.00
Marborg- Waste removal	\$ 145.86	\$ 583.43	\$ -	\$ 729.29
McCormix- Fuel for Sweeper	\$ -	\$ 1,445.10	\$ -	\$ 1,445.10
Nation, Mark- SBCCSDA Reimbursement	\$ 40.00	\$ -	\$ -	\$ 40.00
PFM- Investment Management	\$ 1,432.60	\$ -	\$ -	\$ 1,432.60
Reliance- LTD Insurance	\$ 769.19	\$ 54.05	\$ -	\$ 823.24
SBCCSDA- Membership	\$ 300.00	\$ -	\$ -	\$ 300.00
SDRMA- Life & Dental Insurance	\$ 761.81	\$ 91.43	\$ -	\$ 853.24
South Coast Deli- Meetings	\$ 96.79	\$ -	\$ -	\$ 96.79
So Cal Edison- Electric Svc	\$ 2,915.75	\$ -	\$ -	\$ 2,915.75
Stantec- Project #16-03	\$ -	\$ -	\$ 28,142.50	\$ 28,142.50
The Corwin Group- Phelps Rd Project	\$ -	\$ -	\$ 8,568.25	\$ 8,568.25
UC Regents- Fiber Optic Cable Installation	\$ -	\$ 3,576.24	\$ -	\$ 3,576.24
Underground Service Alert- Dig Alerts	\$ 99.10	\$ -	\$ -	\$ 99.10
WEX- Gas/Fuel	\$ 419.07	\$ 554.93	\$ -	\$ 974.00
TOTAL SERVICES & SUPPLIES	\$ 43,516.22	\$ 8,046.34	\$ 36,710.75	\$ 88,273.31

Payroll- Pay period ending 11/22

\$ 24,728.86

Total

\$ 113,002.17