

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
September 19, 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

Dr. David C. Lewis

Dr. David Bearman (Arrived at 5:35)

Craig Geyer

BOARD MEMBERS ABSENT

Eva Turenchalk

STAFF PRESENT

Mark Nation – General Manager/Superintendent

Steven A. Amerikaner – General Counsel

OTHERS PRESENT

Jerry Smith – Goleta Sanitary District

Matias Eusterbrock

3. APPROVE THE ORDER OF THE AGENDA

No change was made to the order of the agenda.

4. PUBLIC COMMENT

Jerry Smith announced that the annual open house at Goleta Sanitary District is this Saturday September 23, 2017. Everyone is welcome. Matias Eusterbrock introduced himself to the Board and announced that he is applying for the vacancy on the Board at IVR&PD.

**5. APPROVAL OF THE MINUTES FOR THE SPECIAL BOARD MEETING OF
August 29, 2017**

(17-09-45)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved the minutes of the Special Board Meeting of August 29, 2017 as presented.

6. **PRESENTATION FROM RAFTELIS FINANCIAL CONSULTANTS –
WASTEWATER RATE REVIEW**

Sudhir Pardiwala provided a PowerPoint presentation via teleconference. Mr. Pardiwala also answered questions as needed from the Board.

(17-09-46)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously directed Staff to bring a revised fee Ordinance reflecting that the current sewer service charge will remain unchanged to the Finance Committee for review. Then the Ordinance will come to the Board for consideration.

7. **PROPOSED CHANGE ORDER FOR ADDITIONAL WORK ON THE FACILITIES
ENGINEERING PHASE VI PROJECT (PROJECT #16-03)**

(17-09-47)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved Change Order No. 1 for additional work on Project No. 16-03 at a cost not-to-exceed \$436,465.40.

8. **PROPOSED CONTRACT AMENDMENT FOR ADDITIONAL ENGINEERING AND
CONSTRUCTION PHASE SERVICES ON THE FACILITIES ENGINEERING
PHASE VI PROJECT (PROJECT #16-03)**

(17-09-48)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved the contract amendment for additional engineering services from Stantec Consulting Services, Inc. for Project No. 16-03 at a cost not-to-exceed \$58,135.00.

9. **COMMUNICATIONS**

None.

Note: Director Geyer excused himself from the meeting at this point

10. **REPORTS**

Operations Report

The General Manager provided a report.

Public Relations Committee Meeting

President Meyer provided a report.

Engineering Committee Meeting

Director Meyer provided a report.

Goleta Sanitary District Board Meeting

Director Meyer provided a report.

GWD Board Meeting

No report.

Isla Vista Recreation & Park District Board Meeting

Director Lewis provided a report.

SBCCSDA Board Meeting

Director Meyer provided a report.

Other Reports

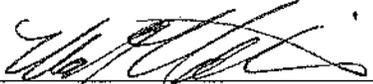
Director Bearman reported that he attended a meeting at Goleta Sanitary District to honor John Fox.

11. FUTURE AGENDA ITEMS

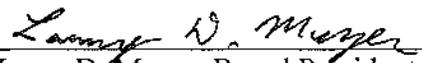
Director Bearman asked that Staff bring a Resolution honoring John Fox for the Board to approve at the next meeting.

12. ADJOURNMENT

There being no further business, President Meyer adjourned the meeting at 6:35PM.


Mark Nation, Board Secretary

APPROVED


Larry D. Meyer, Board President

August 22, 2017 – September 13, 2017

Administration

Staff attended a Public Relations Committee meeting and an Engineering Committee meeting.

Staff continues working with Counsel and MNS Consultants on the Engineering Report for the Recycled Water Permit Application project. Currently waiting on GWD Counsel to finalize the draft agreement to purchase water.

Staff continues coordinating with Public Agency Retirement Systems (PARS) to begin processing the needed paperwork for enrollment in their trust program.

District Auditors were on site and completed the majority of their site work required for the annual audit.

Staff submitted required paperwork for the District's fleet of vehicles to the Bureau of Automotive Repair.

Staff has been working with Counsel to finalize a Resolution for Board approval regarding the update to the District's investment policy.

Staff submitted the monthly report to the Bureau of Labor Statistics.

Staff submitted the required Government Compensation Report for 2016 to the State Controller's Office.

Collection System Maintenance

The District received a call from a resident on Lowell Way complaining about an odor in the area. Staff responded and opened several manholes in the area and found no odor. Reported back to the resident and the resident will call again if the odor comes back.

The crew received two days of hands-on training on the software associated with the new CCTV truck.

Tierra Contracting continues construction on the Facilities Engineering Phase VI Project. Tierra continues to make good progress and things are going smoothly. Tierra should have all the work in Isla Vista completed prior to the students returning for the fall session.

Nu-Line Technologies continues lining sewers for the Phase VI Pipeline and Manhole Maintenance Project. They continue making good progress and are on schedule. District Staff is inspecting this project.

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

The crew completed root cutting throughout the District.

A sewer operations summary is included with this report.

Staff continues working with Phil Brittain on establishing a radio link from the Emily Lift Station. This will allow the District to get rid of the phone data line saving a monthly bill and improving reliability.

The crew performed routine tests on all the District's emergency equipment.

Staff has been 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.

Industrial Waste

Staff collected Industrial Wastewater Discharge Permit compliance samples from the following industries: Raytheon B-1 facility.

Staff conducted Industrial Wastewater Discharge Permit compliance inspections at the following facilities: FLIR Systems, Inc.

Staff collected Non-Industrial Control Samples (NISC) from three designated locations within the District and sent them to FGL for analysis.

Completed inspection and the grease interceptor permit for Poke Ceveche Restaurant in Isla Vista.

Street Sweeping

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hrs. – 125.2

Miles – 640.3

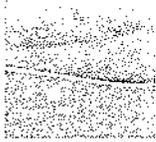
Loads – 22

Marborg: 7/6/17 = 11.96 TN, 6/15/17 = 8.98 TN, 7/18/17 = 9.76 TN, 7/26/17 = 8.17 TN, 8/4/17 = 6.85 TN.

- Replaced gutter brooms
- Changed oil and filters
- Replaced center board unit
- Velocity Truck Repair replaced A/C unit and a resistor

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	May 2017	MGD 1.31; 33.27%
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Sewer Operations Cleaning Summary from August 22, 2017 to September 13, 2017

Year: 2017 Report Period: 8/22/17 - 9/13/17

Feet Cleaned

Root Cutting	7,404 ft.
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	7,404 ft.

Lines Cleaned

Root Cutting	26 lines
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	26 lines

Other Work Orders

CCTV Work Order	4 Work Orders
Parcel Permit	2 Work Orders
Service Call	2 Work Orders
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	8 Work Orders

GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
Aug 23, 2017 - Sep 14, 2017

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
ADP- Payroll Processing	\$ 505.45	\$ -	\$ -	\$ 505.45
Accountemps- Contract Labor	\$ 1,050.00	\$ -	\$ -	\$ 1,050.00
Alliant- Insurance Svcs-Vehicles	\$ 2,803.50	\$ 311.50	\$ -	\$ 3,115.00
Bartlett, Pringle & Wolf- CPA & Consulting Svcs	\$ 237.00	\$ -	\$ -	\$ 237.00
Barricade Pest Control- Svc	\$ 100.00	\$ -	\$ -	\$ 100.00
Blue Isle Bookkeeping- Bank Recs	\$ 98.75	\$ -	\$ -	\$ 98.75
CalPERS- Health Ins	\$ 12,639.85	\$ -	\$ -	\$ 12,639.85
CalPERS- Pension 7/06/17 - 8/30/17	\$ 25,024.73	\$ -	\$ -	\$ 25,024.73
Capital One- Costco-Operating Supplies	\$ 3.88	\$ -	\$ -	\$ 3.88
Carpinteria Sanitary District - Shared Safety Officer	\$ 15,332.67	\$ -	\$ -	\$ 15,332.67
CITIG- Computers & Support	\$ 1,866.77	\$ -	\$ -	\$ 1,866.77
CSRMA- Work Comp, Property Insurance	\$ 218.00	\$ -	\$ -	\$ 218.00
CWEA- Memberships & Certifications	\$ -	\$ 172.00	\$ -	\$ 172.00
Datco- Contract Svcs, Drug Screen	\$ 292.50	\$ -	\$ -	\$ 292.50
First Bank Visa- (2) Seminars Reg. & Lodging; Misc Office Supplies	\$ 324.30	\$ -	\$ -	\$ 324.30
Frontier- Phone Svc	\$ 273.20	\$ 17.44	\$ -	\$ 290.64
Geyer, Craig- SBCCSDA Reimbursement	\$ 40.00	\$ -	\$ -	\$ 40.00
Goleta Valley Paint	\$ 188.10	\$ -	\$ -	\$ 188.10
Grainger - Needle Scaler for Manhole Rehab	\$ 119.04	\$ -	\$ -	\$ 119.04
Haaker Equipment Co- Sweeper Maintenance Parts	\$ -	\$ 1,206.24	\$ -	\$ 1,206.24
Home Depot- Operating Supplies	\$ 60.21	\$ -	\$ -	\$ 60.21
Isla Vista Recreation & Park District - AAB	\$ -	\$ 70,653.00	\$ -	\$ 70,653.00
Larry's Auto Parts- Vehicle Maintenance Parts	\$ 156.41	\$ -	\$ -	\$ 156.41
Marborg- Waste removal	\$ 162.39	\$ 649.55	\$ -	\$ 811.94
McCormix- Fuel for Sweeper	\$ -	\$ 155.30	\$ -	\$ 155.30
Meyer, Larry- SBCCSDA Reimbursement	\$ 92.87	\$ -	\$ -	\$ 92.87
MNS Engineers- Project 16-04; Recyc Water Use	\$ 5,475.00	\$ -	\$ -	\$ 5,475.00
Mission Linen- Uniforms	\$ 657.10	\$ 115.96	\$ -	\$ 773.06
Pacific Acoustics North- PS#1 Ceiling	\$ 205.50	\$ -	\$ -	\$ 205.50
PFM- Investment Management	\$ 1,414.92	\$ -	\$ -	\$ 1,414.92
Ready Fresh- Drinking Water	\$ 14.40	\$ -	\$ -	\$ 14.40
Reliance- LTD Insurance	\$ 1,511.45	\$ 108.10	\$ -	\$ 1,619.55
Raffelis- Financial Consulting	\$ 5,560.00	\$ -	\$ -	\$ 5,560.00
Santa Barbara County- Green Business Program	\$ 1,564.00	\$ -	\$ -	\$ 1,564.00
SDRMA- Risk Mgmt. Ancillary Covg	\$ 1,559.74	\$ 182.86	\$ -	\$ 1,742.60
South Coast Deli- Meetings	\$ 125.61	\$ -	\$ -	\$ 125.61
So Cal Edison- August Electric Svc	\$ 3,414.56	\$ -	\$ -	\$ 3,414.56
Stantec- Project #16-03	\$ 31,509.48	\$ -	\$ -	\$ 31,509.48
Terrain Consulting- PR Consulting, Website Updates	\$ 3,369.25	\$ 3,369.25	\$ -	\$ 6,738.50
The Gas Company- Gas Svc	\$ 27.05	\$ -	\$ -	\$ 27.05
Underground Service Alert- Dig Alerts	\$ 94.15	\$ -	\$ -	\$ 94.15
Velocity Truck Center- Sweeper Maintenance Parts	\$ -	\$ 2,822.31	\$ -	\$ 2,822.31
Winema Industrial & Safety- Latex Gloves	\$ 129.30	\$ -	\$ -	\$ 129.30
				\$ -
TOTAL SERVICES & SUPPLIES	\$ 118,221.13	\$ 79,763.51	\$ -	\$ 197,984.64

Payroll- Pay periods ending 8/16/17, 8/30/17

\$ 53,398.68

\$ 251,383.32