

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
September 18, 2018**

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 Turenchalk called the meeting to order at 5:30PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

Eva Turenchalk
Dr. David C. Lewis
Craig Geyer

BOARD MEMBERS ABSENT

Larry Meyer
Dr. David Bearman

STAFF PRESENT

Mark Nation – General Manager/Superintendent
Dylan K. Johnson – Assistant District Counsel

OTHERS PRESENT

Steve Majeowsky – Goleta Sanitary District
Ray Willefert – AAB Supervisor

3. APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda.

4. PUBLIC COMMENT

None.

5. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF SEPTEMBER 4, 2018

(18-09-48)

Upon a motion by Director Lewis, seconded by Director Geyer, the Board unanimously approved the minutes of the Regular Board Meeting of September 4, 2018 as presented.

6. ADOPT-A-BLOCK FISCAL YEAR 2017-2018 YEAR-END REPORT

(18-09-49)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved to accept the AAB 2017-2018 Year-End report as presented.

7. **REVISIONS TO THE BOARD POLICY HANDBOOK**

(18-09-50)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved to adopt the revisions to the Board Policy Handbook as presented.

8. **COMMUNICATIONS**

The communications were noted as received.

9. **REPORTS**

Operations Report

The General Manager provided a report.

Goleta Sanitary District Board Meeting

No report.

Goleta Water District Board Meeting

President Turenchalk provided a report.

Isla Vista Recreation and Park District Board Meeting

Director Lewis provided a report.

SBCCSDA Executive Board Meeting

Director Geyer provided a report.

SBCCSDA Chapter Meeting

Director Geyer provided a report.

Other Reports

None.

10. **FUTURE AGENDA ITEMS**

Director Geyer asked that a short review of Rosenberg's Rules be placed on a future agenda.

11. **ADJOURNMENT**

There being no further business, President Turenchalk adjourned the meeting at 5:49PM.



Mark Nation, Clerk - Secretary

APPROVED



Eva Turenchalk, Board President

August 29, 2018 – September 11, 2018

Administration

Staff attended a Management Committee meeting.

Sent No-Spill Certification for August 2018 to the State CIWQS database.

September 12, 2018 will be the last day working at the District for Lawrence Hart. Lawrence has been an excellent employee and will be missed. He has worked at the District since January 2016. Staff is in the process of hiring a replacement.

Joey and Lawrence took the Vactor and sweeper down to the PEP Touch-A-Truck event. They reported that the event was successful.

Collection System Maintenance

Staff responded to a call regarding a possible sewer spill/leak on Ellwood Station Road. Upon inspection it appears that the leak is from a GWD sample station. Not a GWSD problem.

Staff responded to a report from a resident in Isla Vista that a small garage is in the process of being converted to a residence and connected to sewer. Staff inspected then contacted the County building department. The County red tagged the building and is making the owner remove the illegal improvements. Staff will be following up on this.

Roiline pump & engine replacement project is complete. The system performed perfectly during testing. The crew was trained on the operation of this emergency pump that now runs off the portable emergency generator. The District now has a much improved stand-alone 3rd level of back-up pumping as compared to the old natural gas driven Roiline engine. The new pump is a submersible style pump which should be able to continue to operate if the dry well were to become flooded.

The crew mowed and cleared the Emily Offtract easement on the north side of Hollister Avenue.

Staff attended the quarterly utility coordination meeting at the City of Goleta.

Zebron is in the District rehabilitating certain manholes in the District. District staff is assisting with traffic control and inspecting.

The crew worked two night shifts this period to inspect with CCTV in the area of Hollister Avenue and Storke Road. This is part of the routine CCTV inspection program for 2018.

The crew completed hydrocleaning in the Emily Offtract area. The crew is currently cleaning hotspots and root cutting throughout the District. A sewer operations summary is included with this report.

The crew repaired a broken manhole crown in an easement area near the end of Newport Drive.

Staff received safety training on the following subjects: PG&E Electrical Safety Reminder.

Ruben Chavez attended the CWEA Tri-Counties Section Workshop in San Luis Obispo earning needed continuing education units for technical certification.

Industrial Waste

Staff received and reviewed August estimates from Raytheon for well water utilized in their industrial processes and discharged to the sewer system.

Street Sweeping

Graffiti – none to report at this time

Abandon vehicle –none to report at this time

Hrs. – 27.7

Miles – 234.4

Loads – 14

Marborg - none to report at this time

- Detailed Crosswind for PEP Touch-A-Truck
- Replaced decant screen door on Crosswind
- Routine preventive maintenance checks and services

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	May 2018	MGD 2.09; 43.45%
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Your environmental partner since 1954

Sewer Operations Cleaning Summary from August 29, 2018 to September 11, 2018

Description	Quantity
Feet Cleaned	
Hot Spot	2,066 ft.
Hydroclean	1,192 ft.
Root Cutting	230 ft.
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3,488 ft.	
Lines Cleaned	
Hot Spot	8 lines
Hydroclean	4 lines
Root Cutting	1 line
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13 lines	
Other Work Orders	
CCTV Work Order	18 Work Orders
FOG Inspection	9 Work Orders
User Charge	1 Work Order
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28 Work Orders	

**Goleta West Sanitary District
Allowance of Claims
August 31, 2018 - September 11, 2018**

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amount
ADP01	ADP Inc	Payroll services	9/11/2018	\$281.96
AIR01	Airflow Filter Service Inc	Sweeper Maintenance Parts	9/11/2018	\$429.45
BAR01	Bartlett Pringle & Wolf LLC	Accounting services	9/11/2018	\$817.00
BLU01	Blueisle Bookkeeping	Bookkeeping services	9/11/2018	\$106.25
BOONE	Boone Graphics	Purchase Order booklets	9/11/2018	\$836.58
CAL12	CalPERS Public Employee's Retirement System	CalPERS pension payday 180905	9/5/2018	\$4,167.34
CIR01	CIRGIS, Inc.	Geospatial data	9/11/2018	\$500.00
CITIG06	Channel Islands Technology Integrators' Group	Computer support	9/11/2018	\$978.50
DAL01	Dal Pozzo Tire Corp	Sweeper tires	9/11/2018	\$613.58
ESR01	ESRI	ArcGIS desktop single use license	9/4/2018	\$1,616.25
FRO01	Frontier Communications	Phone service	9/11/2018	\$245.76
FUG02	Fugro Consultants, Inc.	Geotech consulting	9/11/2018	\$1,310.00
GEY01	Craig Geyer	SBCCSDA meeting_geyer	9/11/2018	\$51.86
GOL04	Goleta Water District	Water - Emily	9/11/2018	\$81.45
GOL05	City of Goleta	Encroachment permit City Goleta	9/5/2018	\$271.00
HAN01	Hanly General Engineering Corp.	Concrete slab rehabilitation	9/11/2018	\$2,692.00
INN01	Innovyze	InfoSewer	9/11/2018	\$2,500.00
JAI01	Jaimes Landscape	Landscape maintenance	9/11/2018	\$365.00
LEN01	Lenz Pest Control	Pest control	9/11/2018	\$120.00
LIN01	Lincoln National Life Ins	457b Contribution	9/6/2018	\$1,250.00
MAR01	Marborg Industries	Waste removal and roll off	9/11/2018	\$1,528.26
MEY01	Larry D Meyer	SBCCSDA meeting_meyer	9/11/2018	\$40.00
MIS01	Mission Linen Supply	Uniforms and towels	9/11/2018	\$456.80
MNS01	MNS Engineers Inc	Survey services	9/11/2018	\$1,117.50
REA01	ReadyRefresh by Nestle	Drinking water	9/11/2018	\$120.23
SIL01	Silvia's Cleaning Company, Inc.	Janitorial services	9/11/2018	\$400.00
SOU02	Southern California Edison Co	Electricity supply	9/11/2018	\$547.76
SPE01	Specialty Tool And Bolt	Sweeper maintenance parts	9/11/2018	\$15.13
THE02	The Gas Company	Natural gas service	9/11/2018	\$47.08
UND01	Underground Service Alert	Dig Alert notifications	9/11/2018	\$61.15
WEX01	WEX Bank	Vehicle fuel	9/11/2018	\$1,790.93
Total Services & Supplies				\$25,358.82
Payroll - pay date 09/05/2018				\$28,328.17
Total				\$53,686.99