

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
November 6, 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
Larry Meyer
Dr. David C. Lewis
Dr. David Bearman
Craig Geyer

BOARD MEMBERS ABSENT

None.

STAFF PRESENT

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

OTHERS PRESENT

Steve Majeowsky – Goleta Sanitary District
Jena Acos – Brownstein, Hyatt, Farber, Schreck

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 OCTOBER 2, 2018

(18-11-54)

Upon a motion by Director Lewis, seconded by Director Geyer, the Board unanimously approved the minutes of the Regular Board Meeting of October 2, 2018 as presented.

6. AGREEMENT WITH THE ISLA VISTA COMMUNITY SERVICES DISTRICT REGARDING COLLECTION OF THE USER UTILITY TAX

(18-11-55)

Upon a motion by Director Meyer, seconded by Director Bearman, the Board unanimously approved to execute the Agreement with the Isla Vista Community Services District as presented.

7. **APPOINTMENT OF A CO-PLAN ADMINISTRATOR FOR THE DISTRICT'S TRUST PROGRAM WITH PUBLIC AGENCY RETIREMENT SYSTEM (PARS)**

(18-11-56)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board unanimously approved to direct the General Manager to complete the necessary paperwork with PARS to have the District Treasurer added as a Co-Plan Administrator.

8. **FISCAL YEAR 2018-2019 1ST QUARTER FINANCIAL REPORT**

(18-11-57)

Upon a motion by Director Meyer, seconded by Director Lewis, the Board unanimously approved to accept the Fiscal Year 2018-2019 1st Quarter Financial Report as presented.

9. **COMMUNICATIONS**

The communications were noted as received.

10. **REPORTS**

Operations Report

The General Manager provided a report.

Finance Committee Report

Director Lewis provided a report.

Management Committee Meeting

Director Geyer provided a report.

Goleta Sanitary District Board Meetings

Director Meyer provided a report.

Goleta Water District Board Meeting

Director Geyer provided a report.

Isla Vista Recreation & Park District Board Meeting

Director Lewis provided a report.

Santa Barbara Airport Commission Meeting

Director Lewis provided a report.

SBCCSDA Executive Board Meeting

Director Meyer informed the Board that the meeting was canceled.

SBCCSDA Chapter Meeting

Director Geyer provided a report.

City of Goleta Council Meetings

No report.

Other Director Reports

No report.

11. **FUTURE AGENDA ITEMS**

Director Bearman requested that the General Manager update the Board of where are the current prescription medicine disposal sites.

12. **CLOSED SESSION: Public Employee Performance Evaluation**
(Gov't Code Section 54957)

Employee: General Manager/Superintendent

a. Quarterly Update Report (3rd Quarter 2018)

The Board went into closed session at 6:15PM

The Board returned to open session at 6:27PM

No reportable action was taken.

13. **ADJOURNMENT**

There being no further business, President Turenchalk adjourned the meeting at 6:28PM.



Mark Nation, Clerk - Secretary

APPROVED


Eva Turenchalk, Board President

September 25, 2018 – October 29, 2018

Administration

Staff worked with District Auditors as they finalize the FY 2017-18 Audit.

Staff attended Management and Finance Committee meetings.

Staff sent the required no-spill certification to the State CIWQS website certifying that there were no sewer spills for GWSD in the month of September 2018.

Staff issued a Sewer Availability Letter for a proposed ADU at 7681 Padova Drive.

Staff issued a permit fee estimate for proposed tenant improvements to Costco bakery.

Staff continues working with Counsel to finalize an agreement with the Storke Ranch Homeowners Association for an easement related to the Phelps Road Project.

Staff and Counsel continues work on the agreement with IVCSO regarding collection of its user utility tax.

Staff has continued to correspond with representative of UCSB regarding a proposed maintenance building for North Campus Open Space (Old Ocean Meadows Golf Course).

Staff conducted interviews of candidate for the Utility Worker I position vacated by Lawrence Hart.

The crew completed final inspection on four more units in Village at Los Carneros.

Collection System Maintenance

The crew worked on CCTV inspections primarily on Storke Road and El Colegio Road. CCTV scheduled for completion in 2018 is nearing completion.

The crew completed cleaning hotspots and root cutting throughout the District. A sewer operations summary is included with this report.

The crew walked the force main alignment for inspection purposes. Nothing abnormal was found.

Field Crew attended required re-certification training on NAASCO Pipeline Assessment training for CCTV inspection.

Staff investigated an odor complaint reported to APCD on their after-hours message line at 7783 & 7787 Jenna Drive. No odor or cause for odor was detected.

Staff operated the emergency generator for approximately 7 hours while Edison power was shut down to enable Hotline Construction to replace a power pole adjacent to the District office.

Staff received safety training on the following topics: Hearing Protection 2018, IIPP 2018 (Injury and Illness Prevention Program), Ergonomics Training 2018, and a tailgate on Incidental Chemical Spills.

Industrial Waste

Staff conducted Industrial Wastewater Discharge Permit compliance inspections at the following industries: Apeel Sciences, Google, Karl Storz Imaging, Redhead Spirits, SerImmune, Solution Deposition Systems, and two Raytheon facilities.

Staff issued a Notice of Warning to Lockheed Martin Santa Barbara Focalplane for an incident that occurred on September 28, 2018 which resulted in the release of approximately 1 liter of Nitric Acid directly to drain.

Staff corresponded with Corning Glass Microsystems regarding disposal of a proprietary solution containing Ethylene Glycol (EG). Because of the toxicity of EG, Corning was instructed to dispose of the solution as hazardous waste.

Staff has been corresponding with Ellwood Canyon Ranch regarding connection to the GWSD sewer system and disposal of RO reject water from a system they have proposed for treating groundwater for agricultural use on their property. Staff is awaiting review and comments from GSD regarding the proposal.

Staff concentrated efforts on FOG inspections at restaurants throughout the District. Thirty-one inspections were completed this period.

Street Sweeping

Graffiti – none to report at this time

Abandon vehicle –none to report at this time

Hrs. – 106.3

Miles – 812.5

Loads – 43

Marborg: 8/17/18 = 4.81 TN, 9/29/18 = 9.31TN, 9/18/18 = 6.16 TN, 10/13/18 = 9.75TN

- Replaced blower bulb seal on Crosswind
- Replaced oil and filter on Eagle auxiliary engine
- Fixed warning lights on dash panel on Eagle
- Replaced oil and filter on main engine on Crosswind

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	July 2018	MGD 1.81; 41.81%
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Sewer Operations Cleaning Summary from September 25, 2018 to October 29, 2018

Description	Quantity
Feet Cleaned	
Hot Spot	4,401 ft.
Root Cutting	916 ft.
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5,317 ft.	
Lines Cleaned	
Hot Spot	21 lines
Root Cutting	4 lines
<hr/>	
25 lines	
Other Work Orders	
FOG Inspection	31 Work Orders
CCTV Work Order	29 Work Orders
Service Call	2 Work Orders
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62 Work Orders	

Goleta West Sanitary District
Allowance of Claims
September 25, 2018 - October 31, 2018

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amount
ADP01	ADP Inc	Payroll	10/26/2018	\$532.02
ADT01	ADT Security Service	Security system	10/26/2018	\$249.96
ALL07	Alliant Insurance Services	Public official bond	10/11/2018	\$875.00
ATT02	AT&T Mobility	Wireless service	10/26/2018	\$381.96
BAR02	Barricade Pest Control	Pest control	10/11/2018	\$100.00
BLU01	Blueisle Bookkeeping	Bookkeeping svcs	10/26/2018	\$127.50
BRO01	Brownstein, Hyatt, Farber, Schreck	Legal svcs	10/11/2018	\$18,360.58
CAL01	California Special Districts Association	Annual Membership	10/26/2018	\$6,740.00
CAL03	Public Employees Health	CalPERS Health Oct Nov	10/22/2018	\$23,422.64
CAL12	CalPERS Public Employee's Retirement System	CalPERS Pension (2) periods	10/19/2018	\$7,882.42
CITIG06	Channel Islands Technology Integrators' Group	Computer support	10/11/2018	\$1,247.25
COA01	Coastal Copy	Maintenance contract	10/26/2018	\$220.07
COS01	Costco Membership	Membership	10/26/2018	\$120.00
CWE05	CWEA Tri-Counties Section	Membership renewal	10/26/2018	\$188.00
DAL01	Dal Pozzo Tire Corp	Truck tires	10/26/2018	\$862.64
DAT01	Datco Service Corp	DOT testing	10/11/2018	\$175.50
FGL01	FGL Environmental	Non-industrial sample analysis	10/11/2018	\$2,622.00
FIR01	First Bankcard	District operating supplies	10/11/2018	\$1,008.12
FRO01	Frontier Communications	Phone svc	10/11/2018	\$605.48
GEY01	Craig Geyer	S8CCSDA mtg	10/26/2018	\$84.69
GOL02	Goleta Sanitary District	July Treatment	10/11/2018	\$109,081.68
GOL04	Goleta Water District	Water utility	10/11/2018	\$81.45
GRA03	Grainger	Sump pump	10/26/2018	\$580.73
HOM01	Home Depot Credit Svcs	Operating supplies	10/11/2018	\$394.44
INT02	International Training & Rehab Technologies, Inc.	NASSCO Training	10/26/2018	\$1,375.00
JAI01	Jaimes Landscape	Landscape maintenance	10/11/2018	\$700.56
JCR01	Juan Carlos Ramirez	CWEA Certification reimbursement	10/11/2018	\$210.00
LAR01	Larry's Auto Parts	Sweeper repair parts	10/26/2018	\$399.46
LIN01	Lincoln National Life Ins	Deferred compensation	10/19/2018	\$1,700.00
MAR01	Marborg Industries	Waste removal & roll off	10/26/2018	\$3,122.68
MCC02	McCormix Corporation	Fuel sweeper	10/26/2018	\$285.04
MIS01	Mission Linen Supply	Uniforms & towels	10/26/2018	\$1,494.01
MNS01	MNS Engineers Inc	Recycled water use project	10/26/2018	\$92.50
PFM01	PFM Asset Management LLC	Investment svc	10/26/2018	\$1,433.19
REA01	ReadyRefresh by Nestle	Drinking water	10/11/2018	\$127.34
REL01	Reliance Standard Life Insurance	LTD insurance	10/26/2018	\$769.80
SBH01	Santa Barbara Hose and Supply	Brass nipple, coupling - PS#1	10/26/2018	\$25.31
SIL01	Silvia's Cleaning Company, Inc.	Janitorial svc	10/11/2018	\$400.00
SOU01	South Bay Foundry	Clean outs	10/11/2018	\$564.41
SOU02	Southern California Edison Co	Electricity	10/11/2018	\$3,629.63
SOU04	South Coast Deli	Committee lunches	10/11/2018	\$77.09
STA04	Stantec Consulting Services Inc.	Phelps Rd project	10/11/2018	\$3,217.50
THE02	The Gas Company	Natural Gas	10/11/2018	\$46.52
THE06	The Regents of the University of California	Internet svc	10/11/2018	\$104.25
THE07	The Corwin Group, Inc.	Phelps Rd project	10/26/2018	\$3,187.65
UND01	Underground Service Alert	Dig Alerts	10/11/2018	\$77.65
WEJ01	Kathleen Weinheimer	Legal svcs	10/26/2018	\$765.00
WEX01	WEX Bank	Vehicle fuel	10/11/2018	\$3,866.36
WIN01	Winema Industrial & Safety Supply	Repair & Re-certify Sala manlift	10/26/2018	\$1,438.61
ZEB01	Zebon Contracting, Inc.	Rehab manholes	10/11/2018	\$14,285.00
Total Services & Supplies				\$219,338.69
Payroll - (3) pay dates 10/03/2018, 10/17/2018, 10/31/2018				\$82,811.12
Total				\$302,149.81