

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

Dr. David Bearman  
Larry Meyer

**STAFF PRESENT**

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

**OTHERS PRESENT**

Bob Wageneck – Goleta Sanitary District

**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  
APRIL 3, 2018**

(18-05-25)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved the minutes of the Regular Board Meeting of April 3, 2018 as presented.

6. **RESOLUTION NO. 18-775 - ADOPTING A PENSION RATE STABILIZATION PROGRAM AND OTHER POST-EMPLOYMENT BENEFITS FUNDING POLICY**

(18-05-26)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board adopted Resolution No. 18-775: Adopting a Pension Rate Stabilization Program and Other Post-Employment Benefits Funding Policy, and elected to initially fund the Pension Rate Stabilization Program in the amount of \$1,046,761 invested in the “Conservative” strategy with PARS by the following roll call vote:

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

7. **RESOLUTION NO. 18-776 - HONORING AND IN REMEMBRANCE OF KEN SPENCER FOR HIS SERVICE TO THE DISTRICT AND THE GOLETA VALLEY**

(18-05-27)

Upon a motion by Director Geyer, seconded by President Turenchalk, the Board adopted Resolution No. 18-776: Honoring and in Remembrance of Ken Spencer for His Service to the District and the Goleta Valley by the following roll call vote:

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

8. **CONSIDER EXTENDING PARTICIPATION IN THE INTEGRATED REGIONAL WATER MANAGEMENT PROGRAM**

(18-05-28)

Upon a motion by Director Lewis, seconded by Director Geyer, the Board unanimously approved to continue its support of the IRWMP and to direct Staff to execute the Memorandum of Understanding to participate.

9. **RESOLUTION NO. 18-777 - AMENDING APPENDIX “A” OF THE PERSONNEL POLICY/EMPLOYEE HANDBOOK**

(18-05-29)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board adopted Resolution No. 18-777: Amending Appendix “A” of the Personnel Policy Handbook (providing for a 3.8% COLA for employees) by the following roll call vote:

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

**10. CONSIDERATION OF RESCHEDULING THE GWSD BOARD MEETINGS IN JULY 2018**

Following some discussion with the Board and Staff, President Turenchalk canceled both Regular Board Meetings in July 2018 and scheduled a Special Board Meeting for July 10, 2018 at 5:30PM and a second Special Board Meeting for July 24, 2018 at 5:30PM which may be changed to July 23, 2018 if the District were to host a SBCCSDA Chapter Meeting on that day.

**11. COMMUNICATIONS**

The communications were noted as received.

**12. REPORTS**

**Operations Report**

The General Manager provided a report.

**Finance Committee Meeting**

Director Lewis provided a report.

**Personnel Committee Meeting**

President Turenchalk 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.

**Santa Barbara Airport Commission Meeting**

No report – meeting was canceled.

**City of Goleta Council Meeting**

No report.

**SBCCSDA Executive Board Meeting**

Director Geyer provided a report.

**SBCCSDA Chapter Meeting**

Director Geyer provided a report.

**Other Reports**

Director Geyer provided a report on a Santa Barbara County Finance Meeting he attended.



**13. CLOSED SESSION: Public Employee Performance Evaluation  
(Gov't Code Section 54957)  
Employee: General Manager/Superintendent  
Quarterly Update Report (1st Quarter 2018)**

The Board entered Closed Session at 5:55PM.

The Board returned to Open Session at 6:08PM.

No reportable action was taken

**14. FUTURE AGENDA ITEMS**  
None.

**15. ADJOURNMENT**

There being no further business, President Turenchalk adjourned the meeting at 6:08PM.



Mark Nation, Clerk - Secretary

**APPROVED**



Eva Turenchalk, Board President

March 28, 2018 – April 24, 2018

### **Administration**

Staff attended Finance and Personnel Committee meetings.

Completed 3<sup>rd</sup> Quarter FY 2017-18 Financial Report.

Office Manager worked on Board request of investigating hosting a SBCCSDA Chapter meeting possibly at the Hilton Garden Inn. This is ongoing.

Staff continues working with Counsel to develop a draft easement agreement with the Storke Ranch HIOA to present to the Management Committee for review.

The crew continues work on the annual commercial billing process and working with Redzone/ICOM to improve how the software used for some of the tasks required works.

Staff continues working with the Finance Committee developing a PARS Trust Funding Policy.

Staff continues working on the annual budget for FY 2018-2019. Met with the Finance Committee on 1<sup>st</sup> draft.

Staff completed and delivered the Local Government Compensation Report required by the State.

Staff completed the required notification to the county elections official of the elective offices of the district to be filled at the next general district election. Directors Turenchalk, Geyer & Meyer's terms are expiring.

The State Water Board is requesting from all collection system agencies a list of private collection systems with contact information connected to public systems such as industrial parks, HOAs, shopping systems and mobile home parks. The District complied by compiling the requested list and sending to the contact at the State.

Staff has been working with UCSB and District Consultants regarding the Coastal Commission direction regarding the location of the new Phelps Road Trunk Line on UCSB property near Los Carneros. A portion of the land used for the staging area for the Mesa Road Project and by UCSB for some of their projects is called out as "open space" in the LRDP. The CCC wants the line moved out of that area.

Staff reached out to the County of Santa Barbara regarding the IVCSD and how the implementation of the User Utility Tax will actually work if it is passed by voters.

Submitted the No-Spill Certification for March 2018 to the State CIWQS database as required.

## **Collection System Maintenance**

The crew completed hydro-cleaning work in the Phelps South, Santa Barbara Shores, the Bacara Gravity section and the Dos Pueblos High School areas. Root cutting and hotspots for April were also completed. A Sewer Operations Summary is included with this report.

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.

Staff completed plan check and issued a Permit fee estimate for tenant improvements at 147 Castilian Drive.

Staff signed off on two trenchless lateral replacement permits at 426 Elwood Beach Drive. (One apartment complex on two parcels.)

Staff received safety training on the following topics: 1<sup>st</sup> Quarter 2018 Safety Inspection, 4-hour NFPA 70E, Bloodborne Pathogens, First Aid and CPR training.

JV Enterprises completed required smoke testing on the District's Vactor and two street sweepers.

CraneVeyor conducted inspection and load test on the overhead hoist in PS1. Staff completed all recommendations made by the service technician

Lawrence Hart attended the annual CWEA Conference. Earned continuing education units required for certification.

## **Industrial Waste**

Staff issued a Class 4C Industrial Wastewater Discharge Permit to Corning Glass Microsystems at 55 Castilian Drive. Corning will be conducting semiconductor manufacturing.

Staff issued a Class 2 Industrial Wastewater Discharge Permit to Redhead Spirits at 93 Castilian Drive. Redhead will be distilling rum and possibly other liquors for onsite tasting and sales.

Staff has been corresponding with Samsara Winery regarding pretreatment regulations and permitting for proposed facility at 6485 Calle Real.

Staff has been corresponding with contractor conducting tenant improvements at not yet named restaurant located at 6578 Trigo Road. They will be required to replace existing grease trap with a grease interceptor that complies with the Districts current requirements.

Staff conducted an Industrial Wastewater Discharge Permit compliance inspection at Lockheed Martin SB Focalplane.

Staff collected Industrial Wastewater Discharge Permit compliance samples from Costco Wholesale and Cree SB Technology Center.

Staff received and reviewed February and March estimated from Raytheon for well water utilized in their industrial processes and discharge to the sewer system.

District Staff continues FOG inspections for the period.

### **Street Sweeping**

Graffiti – none to report at this time

Abandon vehicle – none to report at this time

Hrs. – 67

Miles – 595

Loads – 21

MARBORG: 3/29/18 = 12.33 TN

- Oil and filter change on auxiliary engine on crosswind
- Replace gutter brooms as needed
- Routine hopper and fan washouts
- Lube blower bearings

### **Table of Treatment Capacity in GSD Plant**

GWSD Average Daily Flow	February 2018	MGD 2.11; 43.50%
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# Sewer Operations Cleaning Summary from March 28, 2018 to April 24, 2018

San Jose is our local partner since 1994

## Feet Cleaned

Hydroclean	15,987 ft.
Root Cutting	260 ft.
Hot Spot	238 ft.
	<hr/>
	<b>16,485 ft.</b>

## Lines Cleaned

Hydroclean	60 lines
Root Cutting	2 lines
Hot Spot	1 line
	<hr/>
	<b>63 lines</b>

## Other Work Orders

Parcel Permit	2 Work Orders
Service Call	2 Work Orders
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	<b>4 Work Orders</b>



**Goleta West Sanitary District**  
**Allowance of Claims**  
**March 29, 2018 - Apr 24, 2018**

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amount
ACT01	Action Preparedness Training	First Aid/ CPR Training	4/24/2018	\$424.00
ADP01	ADP Inc	Payroll Processing	4/5/2018	\$519.24
ADT01	ADT Security Service Inc*	Alarm Services	4/11/2018	\$249.96
AIR01	Airflow Filter Service Inc	Sweeper Maintenance Parts	4/11/2018	\$696.45
ATT02	AT&T Mobility	Wireless Services	4/24/2018	\$330.73
BAR01	Bartlett Pringle & Wolf LLC	CPA Support Services	4/11/2018	\$710.00
BAR02	Barricade Pest Control	Pest Control	4/11/2018	\$100.00
BRO01	Brownstein, Hyatt, Farber, Schreck	Legal Services	4/11/2018	\$6,945.00
BUY01	Buynak, Fauver, Archbald, Spray	Legal Services	4/24/2018	\$169.95
CAL03	Public Employees HEALTH	Health Insurance	4/20/2018	\$10,981.53
CAL12	CalPERS Public Employee's Retirement System	Pension	4/4/2018	\$6,746.50
CITIG06	Channel Islands Technology Integrators' Group	Computer Support Services	4/11/2018	\$1,823.02
COU02	County of Santa Barbara Road Division	Project 16-03 Permits	4/24/2018	\$6,340.67
DAL01	Dal Pozzo Tire Corp	Sweeper Tires & Repair	4/11/2018	\$1,780.79
DAT01	Datco Service Corp	DOT Drug Testing	4/5/2018	\$156.00
EPS01	Electrical Power & Safety Company	ARC Flash Training (4) empls	4/24/2018	\$1,136.66
FLO01	Flo-Systems, Inc.	Impeller for Pump 2 at Emily	4/11/2018	\$8,553.42
FRO01	Frontier Communications	Phone Service	4/5/2018	\$245.66
GEY01	Craig Geyer	SBCCSDA Reimbursement	4/11/2018	\$51.45
GOL04	Goleta Water District	Emily Water	4/11/2018	\$78.27
GRA03	Grainger	Repair & Maintenance Parts	4/11/2018	\$36.27
HAA01	Haaker Equipment Company	Sweeper Maintenance Parts	4/11/2018	\$533.17
HAR01	Lawrence Hart	NASSCO Certification Reimbursement	4/5/2018	\$168.95
HOM01	Home Depot Credit Svcs	Operating Supplies	4/5/2018	\$265.01
JAI01	Jaimes Landscape	Landscape Maintenance	4/11/2018	\$335.00
JVE01	J.V. Enterprises	Smoke Test (3) Vehicles	4/11/2018	\$150.00
LAR01	Larry's Auto Parts	Vehicle Maintenance Parts	4/24/2018	\$99.63
LEN01	Lenz Pest Control	Pest Control	4/24/2018	\$120.00
LIN01	Lincoln National Life Ins	Deferred Compensation	4/4/2018	\$1,600.00
MAR01	Marborg Industries	Waste Removal Roll Off	4/24/2018	\$1,463.36
MCC02	McCormix Corporation	Sweeper Fuel	4/11/2018	\$281.57
MEY01	Larry D Meyer	Reimbursement SBCCSDA Meeting	4/5/2018	\$96.07
MIS01	Mission Linen Supply	Uniforms, Towels	4/5/2018	\$821.61
MNS01	MNS Engineers Inc	Engineering Services	4/24/2018	\$1,370.00
OFF01	Office Depot	Office Supplies	4/24/2018	\$125.07
REA01	ReadyRefresh by Nestle	Drinking Water	4/5/2018	\$74.29
REL01	Reliance Standard Life Insurance	LTD Insurance	4/24/2018	\$524.42
SAN04	Santa Barbara News Press *All payments*	Legal Publication	4/24/2018	\$36.40
SIL01	Silvia's Cleaning Company, Inc.	Janitorial Service	4/5/2018	\$480.00
SOU02	Southern California Edison Co	Electrical Service	4/11/2018	\$3,554.32
SOU04	SOUTH COAST DELI	Committee Meeting Lunches (2)	4/24/2018	\$76.40
SPE01	Specialty Tool And Bolt	Vehicles Repair & Maintenance Parts	4/5/2018	\$36.03
SPE03	Special District Risk Management Authority	Life & Dental Insurance	4/24/2018	\$875.34
STA04	Stantec Consulting Services Inc.	Phelps Rd Project	4/11/2018	\$6,771.00
TER01	Terrain Consulting	Spring Newsletter & Website	4/24/2018	\$9,833.70
THE02	The Gas Company	Southern Cal Gas	4/5/2018	\$81.28
THE07	The Conwin Group, Inc.	Phelps Rd Project	4/24/2018	\$600.00
TRI04	Tri-County Locksmiths, Inc.	Keys	4/11/2018	\$5.39
TUR01	Eva Turenchalk	Board Member Reimbursement for Mtg	4/5/2018	\$40.00
UCR08	UC Regents	Internet Service	4/24/2018	\$125.19
UNDO1	Underground Service Alert	Dig Alert	4/5/2018	\$79.30
UTI02	Utility Cost Management LLC	Financial Services	4/24/2018	\$304.99
WES02	Western Welding	Cylinder Gases	4/11/2018	\$143.55
WEX01	WEX Bank	Vehicle Fuel	4/5/2018	\$1,202.07
WHE01	Whetstone's Bookbindery	Bound Record of Minutes for year 2017	4/5/2018	\$105.77
<b>Total Services &amp; Supplies</b>				<b>\$80,454.45</b>
Payroll - pay dates ending 04/04/2018, 04/18/2018				\$52,839.45
<b>Total</b>				<b>\$133,293.90</b>