

**MINUTES OF THE SPECIAL MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
January 4, 2019**

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

Vice-President Lewis called the meeting to order at 12:01PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

Dr. David C. Lewis
Dr. David Bearman (arrived at 12:03)
Eva Turenchalk
Craig Geyer

BOARD MEMBERS ABSENT

Larry Meyer

STAFF PRESENT

Mark Nation – General Manager/Superintendent
Jena S. Acos – Assistant District Counsel

OTHERS PRESENT

Mack Carlson – BHFS
Jerry D. Smith – 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 DECEMBER 4, 2018

(19-01-01)

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

6. ANNUAL RESERVE FUND TRANSFERS

(19-01-02)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved to transfer monies per the FY 2018-2019 Budget Document.

7. **APPOINTMENT OF COMMITTEE MEMBERS AND DISTRICT REPRESENTATIVES**

President Bearman appointed all Directors to all the same positions as they served in 2018.

President Bearman asked that he be considered by the Board for all the same positions as he served in 2018 and in addition that the Board consider appointing him as a GWSD representative to the Isla Vista Community Services District. President Bearman left the room at this time.

(19-01-03)

Upon a motion by Director Lewis, seconded by Director Turenchalk, the Board unanimously elected to appoint President Bearman to the same positions as he served in 2018 and to not authorize a representative to the Isla Vista Community Services District.

President Bearman returned to Chair the meeting following this agenda item.

8. **ROSENBERG'S RULES OF ORDER**

Mack Carlson of BHFS provided a PowerPoint presentation to the Board with an overview of Rosenberg's Rules of Order and answered questions from the Board.

9. **COMMUNICATIONS**

Noted as received

10. **REPORTS**

Operations Report

The General Manager provided a report.

Finance Committee

Director Lewis provided a report.

Goleta Sanitary District

No report.

Goleta Water District

No report.

Isla Vista Recreation & Park District

Director Lewis provided a report.

SBCCSDA Executive Board Meeting

No report.

Santa Barbara Airport Commission Meeting

Director Lewis provided a report.

City of Goleta

No report.

Other Director Reports

None.

11. FUTURE AGENDA ITEMS

None.

12. ADJOURNMENT

There being no further business, President Bearman adjourned the meeting at 1:17PM.



Mark Nation, Clerk - Secretary

APPROVED



David Bearman M.D., Board President

November 28, 2018 – December 27, 2018

Administration

Following Board direction at the last meeting, Staff contacted the Santa Barbara News-Press to publish the required Notice of Public Hearing for a new District Ordinance increasing Director Compensation. The notice will be in the paper on December 31 and January 7 for the public hearing to be held at the regular board meeting on January 15, 2019.

Staff delivered the UCSB Easement Agreement for the Phelps Road Project to the County Recorder's Office following the Board President's signing of the document.

District staff delivered 2019 street sweeping refrigerator magnets to each specified sweeping zone in the District.

Staff met again with the Storke Ranch HOA to further discuss the easement agreement on the bike path for the Phelps Road Project.

Staff sent the annual reminder letter to the property owners at Glen Annie Golf Course.

Staff attended the SAMA meeting for the month of December 2018.

Collection System Maintenance

The crew completed the annual year-end maintenance on all vehicles, equipment, pumps and valves.

The crew has been performing CCTV inspections primarily in the El Colegio & Los Carneros Road areas. Many of the pipes are being inspected at night to take advantage of lower flow periods. All 2018 scheduled CCTV inspection is complete.

The crew completed hydro-cleaning the Homes at Sandpiper area and root cutting throughout the District. A sewer operations summary is included with this report.

The crew completed replacing the groundwater well pump at PS#1.

The crew repaired leaking diesel supply piping to the main generator at the GWSD headquarters.

Industrial Waste

Staff continues performing FOG inspections at restaurants throughout the District. All but three restaurants in the District have been inspected in 2018. Eighteen restaurant FOG inspections were completed this period.

The process of renewing annual Industrial Wastewater Discharge Permits for all permitted industries within the District continues.

Staff collected the quarterly non-industrial source control samplers from the designated sites for the 4th quarter 2018.

Staff conducted an Industrial Wastewater Discharge Permit compliance inspection at Lockheed Martin Santa Barbara Focalplane, FLIR, Costco, Raytheon, Medtronics and Karl Storz.

Staff collected Industrial Wastewater Discharge Permit compliance samples from the following industries: Corning, KSI, Medtronics, SerImmune and Apeel.

Street Sweeping

Graffiti – none to report at this time

Abandon vehicle –none to report at this time

Hrs. – 77.6

Miles – 579.1

Loads – 25

Marborg: 11/03/18 = 11.24 TN

- Changed oil and filters on both engines on Crosswind
- In progress on year-end annual maintenance checks

Table of Treatment Capacity in GSD Plant

| | | |
|-------------------------|--------------|--------------------|
| GWSD Average Daily Flow | October 2018 | MGD 2.12; 45.0075% |
|-------------------------|--------------|--------------------|



Your environmental partner since 1954

Sewer Operations Cleaning Summary from December 28, 2018 to January 9, 2019

| Description | Quantity |
|--------------------------|----------------------|
| Feet Cleaned | |
| Hot Spot | 7,965 ft. |
| Root Cutting | 4,224 ft. |
| | <hr/> |
| | 12,189 ft. |
| Lines Cleaned | |
| Hot Spot | 28 lines |
| Root Cutting | 16 lines |
| | <hr/> |
| | 44 lines |
| Other Work Orders | |
| CCTV Work Order | 2 Work Orders |
| FOG Inspection | 1 Work Order |
| | <hr/> |
| | 3 Work Orders |

**Goleta West Sanitary District
Allowance of Claims
November 30, 2018 - December 27, 2018**

| Vendor ID | Vendor Name | Transaction Description | Posted Date | Document Amount |
|--|---|---|-------------|---------------------|
| ADP01 | ADP Inc | Payroll Services | 12/13/2018 | \$558.42 |
| AQU01 | Aqua-Flo Supply | Repair & Maintenance | 12/13/2018 | \$40.81 |
| ATT02 | AT&T Mobility | Wireless Phone service | 12/20/2018 | \$759.02 |
| BAR01 | Bartlett Pringle & Wolf LLC | Accounting & Audit services | 12/13/2018 | \$11,063.00 |
| BAR02 | Barricade Pest Control | Pest Control | 12/13/2018 | \$100.00 |
| BLU01 | Blueisle Bookkeeping | Bookkeeping Service | 12/13/2018 | \$85.00 |
| CAL12 | CalPERS Public Employee's Retirement System | Pension | 12/26/2018 | \$8,471.00 |
| CAL16 | California Chamber of Commerce | CA Labor Law Poster | 12/13/2018 | \$52.93 |
| CITIG06 | Channel Islands Technology Integrators' Group | Computer Support | 12/13/2018 | \$2,088.75 |
| CRN01 | Corning | Overpaymt Refund | 12/20/2018 | \$2,895.00 |
| FLO02 | Flow n Control | Emily Transducer Install | 12/13/2018 | \$1,386.22 |
| FRO01 | Frontier Communications | Phone Service | 12/13/2018 | \$246.73 |
| GEY01 | Craig Geyer | SBCSDA Meeting | 12/13/2018 | \$51.85 |
| GOL02 | Goleta Sanitary District | Sewage Treatment | 12/13/2018 | \$216,906.49 |
| GOL03 | Goleta Valley Paint | Repair & Maintenance | 12/13/2018 | \$20.17 |
| GOL04 | Goleta Water District | Utility Water | 12/13/2018 | \$81.45 |
| GRA03 | Grainger | Repair & Maintenance | 12/13/2018 | \$241.86 |
| HAA01 | Haaker Equipment Company | Sweeper Maintenance | 12/13/2018 | \$2,275.84 |
| HOM01 | Home Depot Credit Svcs | Repair & Maintenance | 12/13/2018 | \$88.26 |
| JAI01 | Jaimes Landscape | Landscape Maintenance | 12/13/2018 | \$365.00 |
| JON01 | Russ Jones Metalworks | Water Truck repair | 12/20/2018 | \$20.00 |
| LAR01 | Larry's Auto Parts | Vehicle parts | 12/20/2018 | \$661.82 |
| LEN01 | Lenz Pest Control | Pest Control | 12/20/2018 | \$120.00 |
| LIN01 | Lincoln National Life Ins | Deferred Compensation | 12/17/2018 | \$1,250.00 |
| MAR01 | Marborg Industries | Waste Disposal & Roll Off | 12/13/2018 | \$1,249.06 |
| MEY01 | Larry D Meyer | SBCSDA Meeting | 12/13/2018 | \$158.14 |
| MIS01 | Mission Linen Supply | Uniforms & Towels | 12/20/2018 | \$817.27 |
| MNS01 | MNS Engineers Inc | Recycled Water | 12/20/2018 | \$670.00 |
| REA01 | ReadyRefresh by Nestle | Drinking Water | 12/13/2018 | \$87.16 |
| SAN03 | Sansum-SBMFC Occupational Medicine Center | DOT Exam | 12/20/2018 | \$135.00 |
| SED01 | Sedaru Inc. | InfoSewer Hydraulic Model Update | 12/13/2018 | \$5,243.00 |
| SIL01 | Silvia's Cleaning Company, Inc. | Janitorial Service | 12/13/2018 | \$400.00 |
| SOU02 | Southern California Edison Co | Electricity | 12/20/2018 | \$3,636.49 |
| SOU04 | South Coast Deli | Lunch for Committee Meetings (2) | 12/13/2018 | \$77.34 |
| SPE03 | Special District Risk Management Authority | Insurance Life & Dental | 12/20/2018 | \$1,514.14 |
| STA01 | State Water Resources Control Board | Permit Fee Waste Discharge Requirements | 12/13/2018 | \$2,286.00 |
| THE02 | The Gas Company | Natural Gas | 12/13/2018 | \$66.16 |
| THE06 | The Regents of the University of California | Internet Service | 12/13/2018 | \$102.92 |
| UND01 | Underground Service Alert | Dig Service Alerts | 12/13/2018 | \$62.80 |
| USP | US Postal Service, Bulk Mail Entry Unit | Rent P.O. Box 4 | 12/13/2018 | \$96.00 |
| VEL01 | Velocity Truck Center Ventura County | Sweeper Parts | 12/20/2018 | \$857.88 |
| WEX01 | WEX Bank | Vehicle Fuel | 12/13/2018 | \$201.92 |
| Total Services & Supplies | | | | \$267,490.90 |
| Payroll - (2) pay dates 12/12/2018, 12/26/2018 | | | | \$60,946.35 |
| Total | | | | \$328,437.25 |