

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

President Bearman called the meeting to order at 5:30PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

David Bearman M.D.
Dr. David C. Lewis
Eva Turenchalk
Craig Geyer

BOARD MEMBERS ABSENT

Larry Meyer

STAFF PRESENT

Mark Nation – General Manager/Superintendent

OTHERS PRESENT

Steve Majeowsky – 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 SEPTEMBER 17, 2019

(19-10-47)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved the minutes of the Regular Board Meeting of September 17, 2019.

6. **RESOLUTION NO. 19-789: AMENDING APPENDIX “B” OF THE PERSONNEL POLICY/EMPLOYEE HANDBOOK**

(19-10-48)

Upon a motion from Director Geyer, seconded by Director Lewis, the Board adopted Resolution No. 19-789: Amending Appendix “B” of the Personnel Policy/Employee Handbook by the following roll call vote:

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

7. **RESOLUTION NO. 19-790: AMENDING APPENDIX “A” OF THE PERSONNEL POLICY/EMPLOYEE HANDBOOK**

(19-10-49)

Upon a motion from Director Geyer, seconded by Director Turenchalk, the Board adopted Resolution No. 19-790: Amending Appendix “A” of the Personnel Policy/Employee Handbook by the following roll call vote:

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

8. **PROPOSAL FOR WASTEWATER GENERATION STUDY FROM TW LAND PLANNING AND DEVELOPMENT**

(19-10-50)

Upon a motion from Director Geyer, seconded by Director Turenchalk, the Board unanimously approved the proposal from TW Land Planning and Development for a Wastewater Generation Study at a cost not-to-exceed \$40,600.00.

9. **CONSIDER APPROVAL TO PURCHASE 2020 UTILITY BED TRUCK THROUGH SOURCEWELL (FORMERLY NJPA) CONTRACT**

(19-10-51)

Upon a motion from Director Geyer, seconded by Director Turenchalk, the Board unanimously approved the purchase of a 2020 Utility Bed truck through Sourcewell (formerly NJPA) at a cost not-to-exceed \$55,745.33.

10. **COMMUNICATIONS**

There were no communications presented.

11. **REPORTS**

Operations Report

The General Manager provided a report.

Engineering Committee

Director Lewis provided a report.

Santa Barbara Airport Commission

Director Lewis provided a report.

Other Director Reports

None.

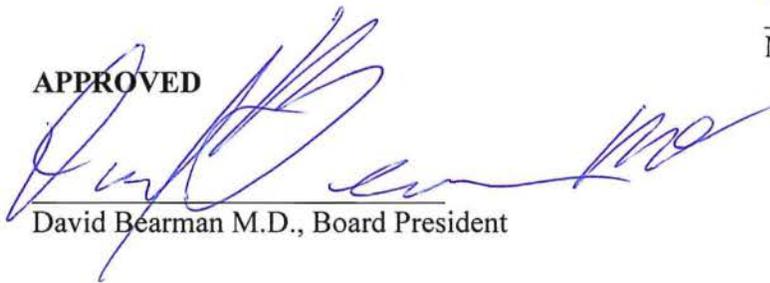
12. FUTURE AGENDA ITEMS

None.

13. ADJOURNMENT

There being no further business, President Bearman adjourned the meeting at 5:47PM.

APPROVED



David Bearman M.D., Board President



Mark Nation, Clerk - Secretary

September 12, 2019 – September 25, 2019

Administration

Three GWSD computers received upgrades to Windows 10 as earlier versions of Windows will not be supported in the near future.

The auditors completed the field work for the 2018-2019 audit. Staff continues working with the auditors on the audit.

As they have done in the past, Santa Barbara County Fire Department asked permission to utilize one of the District's on-site vaults for their annual confined space training exercise. The fire department was on-site for a portion of 2 different days.

Per the FY 2019-2020 Budget, staff received a Sourcewell (formerly NJPA) bid for a new truck.

Staff has been working on the final items needed for the District to be in compliance with the enrollment in the General Wastewater Discharge Requirements for Recycled Water. The street sweeper should be using the recycled water in the next week or so.

Collection System Maintenance

The crew continues mowing and trimming easements throughout the District.

The crew raised two more manholes in easement areas throughout the District.

The crew completed cleaning hotspots and root cutting for September 2019 throughout the District. They also completed cleaning the BEI Offtract area. A sewer operations summary is enclosed with this operations report.

The CCTV truck went to the Ford dealer for completion of a few recall repairs.

The Phelps Road Project is moving along well this period. Tierra Contracting is progressing in a timely manner. Current progress is nearly halfway across the UCSB Storke Apartments property.

Staff responded to a Sanitary Sewer Overflow (SSO) at the Meadowtree Condos. The SSO was caused by a root blockage in their private collection system. Staff contacted SB County Environmental Health. Their inspector responded and took control of this matter because it was on private property. Staff corresponded with the property manager recommending they contact a contractor to clean their system on a regular schedule.

Staff corresponded with the City of Goleta Code Enforcement Officer regarding report of an RV parked in a residential driveway connected to water and sewer.

Staff responded to a call at 1001 El Embarcadero, Unit A. The field crew had been vactoring in the area and caused a small amount (approximately ½ cup) of water and sewer odor to backup into apartment. Crew cleaned up the water and disinfected. They explained what had occurred and the resident was very appreciative of their prompt response. The work order was flagged and now includes a note to notify the resident prior to hydrocleaning the main sewer in front of that property.

Industrial Waste

Staff conducted an Industrial Wastewater Discharge Permit compliance inspection at FLIR Systems, Inc., Raytheon B-8 and the Raytheon B-1 campus.

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

The crew continues FOG inspections at all the food service establishments in the District.

Street Sweeping

Graffiti – none to report at this time.

Abandoned vehicles – none to report at this time.

Hrs. – 37.5

Miles- 335.1

Loads-16

Marborg: 8/29/19 = 8.17 TN

- Replaced broken springs and re-drilled holes on the pick-up head of the Crosswind
- Dal Pozzo installed tires on the Crosswind
- Install new power band belt on the Crosswind
- Replaced aux engine air filters on the Crosswind

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	June 2019	MGD 1.989; 43.3491%
-------------------------	-----------	---------------------



Your environmental partner since 1954

Sewer Operations Cleaning Summary from September 12, 2019 to September 25, 2019

Descripton	Quantity
Feet Cleaned	
Hot Spot	3,370 ft.
Hydroflush	2,745 ft.
Root Cutting	916 ft.
	<hr/>
	7,031 ft.
Lines Cleaned	
Hot Spot	15 lines
Hydroflush	8 lines
Root Cutting	4 lines
	<hr/>
	27 lines
Other Work Orders	
FOG Inspection	6 Work Orders
CCTV Work Order	2 Work Orders
Service Call	2 Work Orders
	<hr/>
	10 Work Orders

**Goleta West Sanitary District
Allowance of Claims
Sep 12, 2019 - Sep 25, 2019**

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amount
ADP01	ADP Inc	Payroll Processing	9/18/2019	\$552.10
ATT02	AT&T Mobility	Wireless Service	9/18/2019	\$335.22
BAR02	Barricade Pest Control	Pest Control	9/18/2019	\$100.00
BYRD	Byrd Industrial Electronics	SCADA Upgrades	9/18/2019	\$720.00
CIT06	City of Santa Barbara	Floodwall Permit	9/19/2019	\$665.00
CITIG06	Channel Islands Technology Integrators' Group	Computer Support	9/18/2019	\$2,153.91
CWE07	CWEA	CWEA Certification	9/19/2019	\$175.00
DAL01	Dal Pozzo Tire Corp	Sweeper Tire Repairs	9/18/2019	\$1,270.55
DEV01	Devereaux Capital Group LLC	Phelps Rd Project	9/18/2019	\$2,250.00
FRO01	Frontier Communications	Phone Service	9/18/2019	\$213.50
GOL04	Goleta Water District	Water Service	9/18/2019	\$84.74
GRA03	Grainger	Tools & Supplies	9/18/2019	\$153.43
HAA01	Haaker Equipment Company	Sweeper Parts	9/18/2019	\$146.37
JAI01	Jaimes Landscape	Landscape Maintenance	9/18/2019	\$365.00
MAR01	Marborg Industries	Waste Removal & Roll Off	9/18/2019	\$2,174.49
MCC02	McCormix Corporation	Sweeper Fuel	9/18/2019	\$294.35
MIS01	Mission Linen Supply	Uniforms & Towels	9/18/2019	\$1,029.71
MNS01	MNS Engineers Inc	Engineering Svcs	9/18/2019	\$832.50
SIL01	Silvia's Cleaning Company, Inc.	Janitorial Service	9/18/2019	\$450.00
SOU02	Southern California Edison Co	Electricity	9/18/2019	\$3,746.46
SOU04	South Coast Deli	Committee Lunch	9/18/2019	\$49.36
SPE01	Specialty Tool And Bolt	Maintenance Parts	9/18/2019	\$29.09
STA04	Stantec Consulting Services Inc.	Phelps Rd Project Mgmt	9/18/2019	\$51,346.75
THE06	The Regents of the University of California	Internet Service	9/18/2019	\$102.92
THE07	The Corwin Group, Inc.	Phelps Rd Project	9/18/2019	\$3,310.00
TOY01	Toyota of Santa Barbara	Toyota Prius Service	9/18/2019	\$813.96
WES01	Westaire Heating & Air	HVAC Scheduled Maintenance	9/18/2019	\$150.00
WES03	West Coast Safety Supply, Co., Inc.	Safety Supplies	9/18/2019	\$2,755.08
Total Services & Supplies				\$76,269.49
Payroll - (1) pay dates 09/18/2019				\$34,161.32
Total				\$110,430.81