

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
November 5, 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.
Larry Meyer
Dr. David C. Lewis
Eva Turenchalk
Craig Geyer

BOARD MEMBERS ABSENT

None.

STAFF PRESENT

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

OTHERS PRESENT

Simon Bentley - CITIG

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 1, 2019**

(19-11-52)

Upon a motion by Director Lewis, seconded by Director Geyer, the Board approved the minutes of the Regular Board Meeting of October 1, 2019. All Directors voted in favor of approval with the exception of Director Meyer who abstained.

6. **DISCUSSION OF GWSD CYBER SECURITY**

Simon Bentley from CITIG provided a presentation and answered questions from the Board regarding GWSD's level of cyber security.

7. **1ST QUARTER FY 2019-2020 FINANCIAL REPORT**

(19-11-53)

Upon a motion from Director Meyer, seconded by Director Geyer, the Board unanimously voted to accept the First Quarter FY 2019-2020 Financial Report as presented.

8. **ACTUARIAL STUDY OF RETIREE HEALTH LIABILITIES UNDER GASB 74/75
ROLL-FORWARD VALUATION, MEASUREMENT DATE: JUNE 30, 2018
PREPARED BY TOTAL COMPENSATION SYSTEMS, INC.**

(19-11-54)

Upon a motion from Director Geyer, seconded by Director Turenchalk, the Board unanimously accepted the Actuarial Study prepared by Total Compensation Systems, Inc. as presented.

9. **COMMUNICATIONS**

Noted as received.

10. **REPORTS**

Operations Report

The General Manager provided a report.

Management Committee

Director Geyer provided a report.

Finance Committee

Director Lewis provided a report.

Goleta Sanitary District

Director Meyer provided a report.

Goleta Water District

Director Turenchalk provided a report.

Santa Barbara Airport Commission

Director Lewis provided a report.

Isla Vista Recreation & Park District

Director Lewis provided a report.

SBCCSDA Executive Board Meeting

Director Meyer provided a report.

SBCCSDA Chapter Meeting
President Bearman provided a report.

Other Director Reports
None.

11. **FUTURE AGENDA ITEMS**
None.

12. **CLOSED SESSION: Public Employee Performance Evaluation**
(Gov't Code Section 54957)
Employee: General Manager/Superintendent
Quarterly Update Report (3rd Quarter 2019)

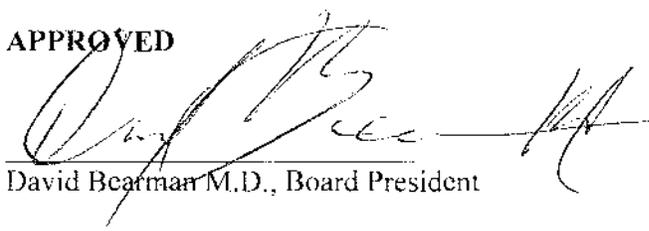
The Board went into closed session at 6:23PM.

The Board returned to open session at 6:24PM.

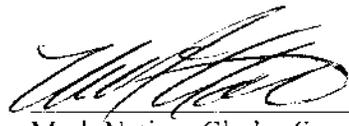
No action was taken.

13. **ADJOURNMENT**
There being no further business, President Bearman adjourned the meeting at 6:25PM.

APPROVED



David Bearman M.D., Board President



Mark Nation, Clerk - Secretary

September 26, 2019 – October 29, 2019

Administration

Staff attended Finance and Management Committee meetings.

The contractor for the Islamic Center of Santa Barbara contacted the District and is preparing to abandon the old existing sewer lateral tie in on Calle Real. This is the final condition required by the District for permit completion. District staff will be inspecting the work.

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

Staff worked with Total Compensation Systems, Inc. to get the final actuarial report completed.

Staff is providing the needed information to Sudhir Pardiwalla at Raftelis for their work reviewing the District's miscellaneous fees.

Staff met with the developer for the Cortona Apartments Project and explained the GWSD process for dedication of the public sewers they will be constructing.

Staff attended CAER (Community Awareness & Emergency Response) meeting at OES.

Collection System Maintenance

All batteries in the critical battery back-ups were replaced. These are replaced every 2 years.

The crew adjusted to grade a clean-out in a cul-de-sac and a manhole on Santa Barbara Shores since last report. A manhole crown was repaired in the area south of Coronado Drive.

The crew is well ahead of routine cleaning schedule. This period they began working on the 2020 CCTV schedule. For 2020 the scheduled CCTVing includes the furthest west areas of the District and EMID. A sewer operations summary is enclosed with this operations report.

The Vactor truck went to Cummins Cal Pacific to have some emissions system recall repairs completed.

The Phelps Road Project is moving along well this period. Tierra Contracting continues progressing in a timely manner. Current progress is out to the Sycamore Walk bike path area. The project remains on schedule.

Staff contacted a resident with an RV parked in a residential driveway connected to sewer, explained that it was an illegal connection and must be disconnected immediately. The resident complied.

The crew completed the monthly maintenance for September 2019 including exercising valves, running emergency generators, running the emergency trash pump, fire extinguisher checks and mileage logs.

The crew inspected lateral replacements on Pasado Road and Madera Drive.

Staff corresponded with owner and SB County Building & Safety Dept. regarding minor tenant improvements to a Single Family Residence at 6885 Trigo Road in Isla Vista.

Final inspection was completed for the new Target store and the remodel of the Costco bakery.

The entire crew participated in a webinar put on by CSRMA regarding sewer spill response procedures.

Staff trained on safety and use of recycled water.

Staff received training on the new emergency duty and stand-by phones.

One of the District's gas detectors was sent out to the manufacturer for repairs as it would not calibrate on the docking station.

Industrial Waste

Staff began the process of renewing 2020 Industrial Wastewater Discharge Permits.

Staff issued a Notice of Violation to Lockheed Martin SB Focalplane for violation of their Industrial Wastewater Discharge Permit limits for pH. The errant discharge was caused by facilities staff bypassing a tank in the process neutralization system for maintenance purposes, then the tank siphoned back to sewer. Staff met with representatives of LMSB Focalplane to inspect and the potential for siphon has been eliminated and the system is now functioning properly.

Staff conducted Industrial Wastewater Discharge Permit compliance inspections at Medtronic, Inc. and Lockheed Martin Santa Barbara Focalplane.

Staff collected Industrial Wastewater Discharge Permit compliance samples from the following locations: Lockheed Martin SB Focalplane, two Raytheon facilities, Transphorm, Calient Technologies, Costco, Medtronic, Apeel Sciences, Karl Storz Imaging, and SerImmune.

Staff collected Non-Industrial Source Control (NISC) samples from three designated locations within the District.

Staff continues to correspond with GSD and their consultant updates to Local Limits and their written Pretreatment Program.

Staff has been corresponding with owner and contractor for Vons Chicken in Isla Vista regarding installation of a grease interceptor.

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

Street Sweeping

GWSD performed a courtesy sweep through the plant for GSD prior to their open house.

The street sweeper began using recycled water on Thursday October 17, 2019.

Graffiti – none to report at this time.

Abandoned vehicles – none to report at this time.

Hrs. – 81.8

Miles- 670.5

Loads-31

Marborg: 9/6/19 - 8.63 TN, 9/13/19 - 5.97 TN, 9/20/19 – 8.17 TN, 10/1/19 – 8.67 TN

- Replaced blower shim plates, and bulb seal

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	July 2019	MGD 1.858; 43.1648%
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Sewer Operations Cleaning Summary from September 26, 2019 to October 29, 2019

Local government established since 1854



Other Work Orders

CCTV Work Order	103 Work Orders
FOG Inspection	5 Work Orders
Service Call	3 Work Orders
Parcel Permit	1 Work Order
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	112 Work Orders

Goleta West Sanitary District
Allowance of Claims
Sep 26, 2019 - Oct 30, 2019

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amount
ADP01	ADP Inc	Payroll Processing	10/9/2019	\$556.05
ADT01	ADT Security Service Inc	Facility Security System	10/14/2019	\$261.33
AQU01	Aqua-Flo Supply	Operations Supplies	10/9/2019	\$1,176.02
ASB01	Asbury Environmental Services	Used Oil Pick Up	10/9/2019	\$65.00
ATT02	AT&T Mobility	Wireless Service	10/22/2019	\$335.25
BAR01	Bartlett Pringle & Wolf LLC	Accounting & Audit Services	10/9/2019	\$2,806.00
BLU01	Blueisle Bookkeeping	Bookkeeping Service	10/9/2019	\$85.00
BOONE	Boone Graphics	Booklet Printing	10/9/2019	\$264.25
BRO01	Brownstein, Hyatt, Farber, Schreck	Legal Services	10/22/2019	\$11,971.82
CAL03	Public Employees Health	CalPERS Health Insurance	10/25/2019	\$14,057.89
CAL06	California Special District Association	CSDA Membership	10/22/2019	\$7,077.00
CAL09	Cal EPA Air Resources Board	PERP Registration	10/9/2019	\$735.00
CAL12	CalPERS Public Employee's Retirement System	CalPERS Pension	10/16/2019	\$22,891.90
CIND1	Cintas Corporation	First Aid Supplies	10/9/2019	\$84.24
CIT03	City of Santa Barbara	Flood Wall Review	10/14/2019	\$745.00
CITIG06	Channel Islands Technology Integrators' Group	Computer Support	10/14/2019	\$3,291.01
COA01	Coastal Copy	Copier Service	10/22/2019	\$166.22
COS01	Costco Membership	Costco Membership	10/22/2019	\$120.00
CWE07	CWEA	CWEA Renewal	10/22/2019	\$192.00
DAL01	Dal Pozzo Tire Corp	Tire Repair	10/9/2019	\$360.00
DEV01	Devereaux Capital Group LLC	Phelps Rd Project	10/22/2019	\$2,250.00
FAS01	Fastenal Company	Repair Parts	10/9/2019	\$492.29
FGL01	FGL Environmental	Non Industrial Sample Analysis	10/9/2019	\$2,622.00
FIR01	First Bankcard	Operations & Maintenance Supplies	10/9/2019	\$577.66
FRO01	Frontier Communications	Phone Service	10/9/2019	\$765.74
GEY01	Craig Geyer	SBCCSDA Reimbursement	10/9/2019	\$58.33
GOL02	Goleta Sanitary District	Treatment	10/22/2019	\$84,696.99
GOL04	Goleta Water District	Facility Water	10/9/2019	\$84.74
GOL05	City of Goleta	Phelps Rd Project_Inspect Dep	10/22/2019	\$10,000.00
GOL07	Goleta Valley Chamber of Commerce	Sponsor Lemon Festival	10/22/2019	\$5,250.00
GRA03	Grainger	Recycle Water Sweeper Hardware	10/9/2019	\$135.12
HAA01	Haaker Equipment Company	Vehicle Repair Parts	10/22/2019	\$14.20
HOM01	Home Depot Credit Svcs	Operations & Maintenance Supplies	10/9/2019	\$259.38
IND02	Industrial Scientific Corp.	Gas Monitor Repair	10/22/2019	\$274.49
JAI01	Jaimes Landscape	Landscape Maintenance	10/14/2019	\$335.00
LEN01	Lenz Pest Control	Pest Control	10/9/2019	\$120.00
LIN01	Lincoln National Life Ins	Deferred Compensation	10/16/2019	\$2,700.00
MAR01	Marberg Industries	Waste Removal and Rolloff	10/22/2019	\$3,012.63
MCC02	McCormix Corporation	Sweeper Fuel	10/9/2019	\$283.05
MIS01	Mission Linen Supply	Uniforms and Towels	10/22/2019	\$739.59
MNS01	MNS Engineers Inc	GIS Services	10/9/2019	\$387.50
PFM01	PFM Asset Management LLC	Investment Service	10/22/2019	\$2,880.65
REA01	ReadyRefresh by Nestle	Drinking Water	10/9/2019	\$122.75
REL01	Reliance Standard Life Insurance	Insurance LTD	10/9/2019	\$787.17
SAN03	Sansum-SBMFC Occupational Medicine Center	DOT Exam	10/22/2019	\$135.00
SIL01	Silvia's Cleaning Company, Inc.	Janitorial Service	10/9/2019	\$450.00
SOU02	Southern California Edison Co	Electricity	10/22/2019	\$3,778.07
SOU04	South Coast Deli	Lunches for Committee Meetings	10/22/2019	\$87.54
SPE03	Special District Risk Management Authority	Insurance Life & Dental	10/9/2019	\$924.61
STA01	State Water Resources Control Board	Application Fee SWRCB	10/23/2019	\$442.00
STA04	Stantec Consulting Services Inc.	Phelps Rd Project	10/9/2019	\$62,675.44
THE02	The Gas Company	Natural Gas	10/9/2019	\$46.43
THE06	The Regents of the University of California	Internet Service	10/14/2019	\$102.92
THE07	The Corwin Group, Inc.	Phelps Rd Project	10/14/2019	\$1,910.00
TIE01	Tierra Contracting Inc	Phelps Rd Project	10/14/2019	\$1,141,747.47
WEX01	WEX Bank	Vehicle Fuel	10/10/2019	\$1,317.28
Total Services & Supplies				\$1,399,707.02
Payroll - (3) pay dates 10/02,10/16, 10/30/2019				\$96,458.58
Total				\$1,496,165.60