

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
November 21, 2017**

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 Turenchalk called the meeting to order at 5:31PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

Larry Meyer (arrived at 5:33)

Eva Turenchalk

Dr. David C. Lewis

Craig Geyer

Dr. David Bearman

BOARD MEMBERS ABSENT

None.

STAFF PRESENT

Mark Nation – General Manager/Superintendent

Dylan Johnson – Assistant General Counsel

OTHERS PRESENT

Ray Willefert – IVR&PD

Jay Freeman

3. APPROVE THE ORDER OF THE AGENDA

No change was made to the order of the agenda.

4. PUBLIC COMMENT

None.

**5. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF
NOVEMBER 7, 2017**

(17-11-55)

Upon a motion by Director Lewis, seconded by Director Bearman, the Board unanimously approved the minutes of the Regular Board Meeting of November 7, 2017 as presented.

6. **REVIEW ADOPT-A-BLOCK FY 2017-2018 1ST QUARTER REPORT**
(17-11-56)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board unanimously approved to accept the 1st Quarter FY 2017-2018 Adopt-a-Block Report as presented.

7. **COMMUNICATIONS**

None.

8. **REPORTS**

Operations Report

The General Manager provided a report.

Management Committee Meeting

Director Geyer provided a report.

Goleta Water District Board Meeting

Director Turenchalk provided a report.

Goleta Sanitary District Board Meeting

No report.

Isla Vista Recreation & Park District Board Meeting

Director Lewis provided a report.

SBCCSDA Board Meeting

President Meyer provided a report.

SBCCSDA Chapter Meeting

Director Geyer provided a report.

City of Goleta Council Meeting

No report.

Santa Barbara Airport Commission Meeting

No report.

Other Reports

None.

9. **FUTURE AGENDA ITEMS**

None.

10. **CLOSED SESSION:**
Public Employee Performance Evaluation

(Gov't Code Section 54957)
Employee: General Manager/Superintendent
a. Quarterly Update Report (3rd Quarter 2017)

The Board went into closed session at 5:56PM.

The Board returned from closed session at 6:02PM.

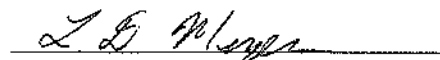
No action was taken.

11. ADJOURNMENT

There being no further business, President Meyer adjourned the meeting at 6:03PM.


Mark Nation, Board Secretary

APPROVED


Larry D. Meyer, Board President

November 1, 2017 -- November 15, 2017

Administration

Staff attended a Management Committee meeting.

Staff continues working with the District Auditors on the work required to complete the annual audit.

Staff submitted the monthly no-spill report to the State CIWQS program for the month of September 2017.

Staff continues working to complete the application required for renewal of the SDLF District Transparency Certificate of Excellence.

Staff continues working with Brian Robinson from Terrain Consulting to update the District's website – adding a few pieces of information required in the latest transparency certificate application.

The Fall 2017 District Newsletter was delivered to the post office for distribution on November 2, 2017.

Collection System Maintenance

The crew repaired the block heater on the diesel engine to the emergency generator.

The crew walked the force mains on the SB Airport property for inspection purposes.

The crew exercised the valves on the force mains in the vault at GSD in preparation of the flow meters being replaced. The meters are planned to be replaced November 15th and 16th.

The crew completed all regularly scheduled CCTV work for 2017. A head start has begun on 2018 CCTV work.

This period the crew completed all scheduled hydroflushing, hotspots and root cutting. A Sewer Operations Summary is attached to this report.

Nu-Line Technologies continues lining sewers for the Phase VI Pipeline and Manhole Maintenance Project. They continue making good progress and are on schedule. They have one mainline remaining to install a liner in. District Staff is inspecting this project.

Tierra Contracting is completing the final work on the 6-inch Pipeline upgrade Project. They should be complete with all work by the end of November. Well ahead of schedule.

District Staff continues inspecting the public sewer portion of the Village at Los Cameros Project as needed.

Duthie Power Services performed annual preventative maintenance service on the District's emergency generators.

Staff is working with a consultant to improve communications and reliability of District's SCADA (Supervisory Control and Data Acquisition) system. Recently there have been several false alarms being sent.

Staff continues working with Phil Brittain on establishing a radio link from the Emily Lift Station. This will allow the District to get rid of the phone data line saving a monthly bill and improving reliability.

Staff continues monitoring Granite Construction as they work on the City of Goleta's Hollister Avenue bike path project which requires raising and/or lowering some of the sewer manholes in that area and the raising of sewer manholes in areas affected by the City of Goleta 2016-2017 Pavement Overlay Project.

District Staff participated in safety training on Disaster Operations and Emergency Response Procedures.

Industrial Waste

Staff continues with the annual Industrial Wastewater Discharge Permit renewal process for all permitted industries within the District.

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

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

Street Sweeping

Graffiti & Abandon vehicles – none to report at this time

Hrs. – 39.9

Miles – 316

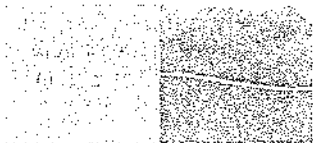
Loads – 18

MARBORG: 10/20/2017 – 7.04 TN

- Routine servicing

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	September 2017	MGD 1.282; 33.57%
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Sewer Operations Cleaning Summary from November 1, 2017 to November 15, 2017

Your environmental partner since 1954

Description	Quantity
Feet Cleaned	
Hydroflush	5,660 ft.
Root Cutting	485 ft.
Hot Spot	358 ft.
Hydroclean	330 ft.
	<hr/>
	6,833 ft.
Lines Cleaned	
Hydroflush	16 lines
Root Cutting	2 lines
Hot Spot	1 line
Hydroclean	1 line
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	20 lines
Other Work Orders	
CCTV Work Order	11 Work Orders
FOG Inspection	7 Work Orders
Parcel Permit	2 Work Orders
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	20 Work Orders

GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
Oct 31, 2017 - Nov 14, 2017

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
ADP- Payroll Processing	\$ 379.27	\$ -	\$ -	\$ 379.27
Accountemps- Contract Labor	\$ 4,013.45	\$ -	\$ -	\$ 4,013.45
Airflow Filter Service- Sweeper Parts	\$ -	\$ 1,727.65	\$ -	\$ 1,727.65
Alliant- Insurance Svcs	\$ 1,331.00	\$ -	\$ -	\$ 1,331.00
Bartlett, Pringle & Wolf- Audit & Consulting Svcs	\$ 4,171.50	\$ 463.50	\$ -	\$ 4,635.00
Blue Isle Bookkeeping- Bank Recs	\$ 717.92	\$ -	\$ -	\$ 717.92
Brownstein, Hyatt, Farber & Schrek- Legal	\$ 2,294.00	\$ 930.50	\$ 8,637.00	\$ 11,861.50
CalPERS- Pension	\$ 3,337.31	\$ 212.81	\$ -	\$ 3,550.12
CITIG- IT Support	\$ 1,054.75	\$ -	\$ 175.01	\$ 1,229.76
Coastline Equipment- Sweeper Maintenance Parts	\$ -	\$ 494.51	\$ -	\$ 494.51
Frontier- Phone Svc	\$ 170.62	\$ -	\$ -	\$ 170.62
Goleta Chamber of Commerce- membership, Lemon Festival	\$ 434.50	\$ 5,000.00	\$ -	\$ 5,434.50
Goleta Valley Paint	\$ -	\$ 10.44	\$ -	\$ 10.44
Goleta Water District- Emily	\$ 78.27	\$ -	\$ -	\$ 78.27
Grainger - Needle Scaler for Manhole Rehab	\$ 75.27	\$ -	\$ -	\$ 75.27
Haaker Equipment Co- Sweeper Maintenance Parts	\$ -	\$ 195.91	\$ -	\$ 195.91
Jaime's Landscape- Landscape Maintenance	\$ 300.00	\$ -	\$ -	\$ 300.00
Larry's Auto Parts- Vehicle Maintenance Parts	\$ -	\$ 28.83	\$ -	\$ 28.83
Marborg- Waste removal	\$ 192.16	\$ 768.65	\$ -	\$ 960.81
Meyer, Larry- SBCCSDA Reimbursement	\$ 120.27	\$ -	\$ -	\$ 120.27
MNS Engineers- Project I6-04; Recycled Water Use	\$ -	\$ -	\$ 415.00	\$ 415.00
Mission Linen- Uniforms	\$ 451.19	\$ 79.62	\$ -	\$ 530.81
Office Depot- Office Supplies	\$ 85.91	\$ -	\$ -	\$ 85.91
Ready Refresh- Drinking Water	\$ 86.82	\$ -	\$ -	\$ 86.82
South Coast Deli- Meetings	\$ 34.50	\$ -	\$ -	\$ 34.50
Silvia's Cleaning- Cleaning Svc	\$ 500.00	\$ -	\$ -	\$ 500.00
So Cal Edison- Electric Svc	\$ 471.15	\$ -	\$ -	\$ 471.15
The Gas Company- Gas Svc	\$ 27.74	\$ -	\$ -	\$ 27.74
TPX- Internet Svc	\$ 194.00	\$ -	\$ -	\$ 194.00
Tri County Locksmiths- Replacement locks	\$ 25.86	\$ -	\$ -	\$ 25.86
US Bank- Bank Fees	\$ 1,055.48	\$ -	\$ -	\$ 1,055.48
Velocity Truck Center- Sweeper Maintenance Parts	\$ -	\$ 572.45	\$ -	\$ 572.45
WEX- Gas/Fuel	\$ 427.08	\$ 546.92	\$ -	\$ 974.00
TOTAL SERVICES & SUPPLIES	\$ 22,050.02	\$ 11,031.99	\$ 9,227.01	\$ 42,288.82

Payroll- Pay period ending 11/08

\$ 28,125.34

Total

\$ 70,414.16