

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
November 7, 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

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

2. ROLL CALL: BOARD MEMBERS PRESENT

Larry Meyer
Eva Turenchalk
Dr. David C. Lewis
Craig Geyer

BOARD MEMBERS ABSENT

Dr. David Bearman

STAFF PRESENT

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

OTHERS PRESENT

Jerry D. Smith – Goleta Sanitary District
Patsy Price – BHFS
Bret McNulty - RECON

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 SPECIAL BOARD MEETING OF
SEPTEMBER 19, 2017**

(17-11-52)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved the minutes of the Regular Board Meeting of October 3, 2017 as presented.

6. **CONSIDER ADOPTION OF RESOLUTION NO. 17-772 APPROVING THE MITIGATED NEGATIVE DECLARATION FOR THE GOLETA WEST SANITARY DISTRICT NEW ADMINISTRATION BUILDING PROJECT AND APPROVING THE NEW ADMINISTRATION BUILDING PROJECT**

President Meyer opened the Public Hearing at 5:32PM.

Hearing no requests to speak President Meyer closed the Public Hearing at 5:33PM

Patsy Price and Bret McNulty provided a PowerPoint presentation on the Mitigated Negative Declaration and answered questions from the Board.

(17-11-53)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved to adopt Resolution No. 17-772 approving the Mitigated Negative Declaration for the Goleta West Sanitary District New Administration Building Project and approving the New Administration Building Project by the following roll call vote:

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

7. **CONSIDER APPROVAL OF AGREEMENT BETWEEN GOLETA WEST SANITARY DISTRICT AND GOLETA WATER DISTRICT FOR RECYCLED WATER USE**

(17-11-54)

Upon a motion by Director Lewis, seconded by Director Geyer, the Board unanimously approved the agreement between Goleta West Sanitary District and Goleta Water District for recycled water use as presented.

8. **COMMUNICATIONS**

Noted as received.

9. **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

President Meyer provided a 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.

10. FUTURE AGENDA ITEMS

None.

11. CLOSED SESSION:

**Public Employee Performance Evaluation
(Gov't Code Section 54957)**

Employee: General Manager/Superintendent

a. Quarterly Update Report (2nd Quarter 2017)

The Board went into closed session at 6:36PM.

The Board returned from closed session at 6:43PM.

No action was taken.

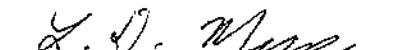
12. ADJOURNMENT

There being no further business, President Meyer adjourned the meeting at 6:45PM.



Mark Nation, Board Secretary

APPROVED


Larry D. Meyer, Board President

September 26, 2017 – October 31, 2017

Administration

Staff attended a Management Committee meeting.

Staff worked with Public Agency Retirement Systems (PARS) per Board direction and finalized enrollment in their trust program. Funds were transferred from CERBT to the PARS OPEB Trust on October 20, 2017.

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 August 2017.

Staff prepared the annual sewer condition letter for EMID.

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

Staff has been 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.

Staff conducted a site visit with UCSB representatives regarding access to the GWSD sewer system that runs through the North Campus Open Space.

Mark Nation & Joey Hilliard attended the annual Tri-State Conference Training and earned continuing education units required to maintain CWEA Certifications.

Staff completed a plan check and issued a fee estimate for Johnson Family Dental planning to occupy two retail suites in Hollister Village at 7050 Hollister Avenue.

Staff completed plan check for two single family residences being partially demolished and rebuilt away from the bluffs at 6647 & 6649 Del Play Drive in Isla Vista.

Staff issued connection permits for four new buildings at the Village at Los Carneros.

Staff signed off on City of Goleta job card and GWSD permit for Kyles Kitchen in Hollister Village at 7000 Hollister Avenue, Suite 103.

Collection System Maintenance

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 hotspots, root cutting and regular hydrocleaning. A Sewer Operations Summary is attached to this report.

Tierra Contracting continues construction on the Facilities Engineering Phase VI Project. Tierra continues to make good progress and things were going very smooth until Tierra's sub-contractor rehabilitating manholes allowed a sewer main to back-up on Alameda Avenue causing a sewer spill. District Staff reported the spill as required.

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.

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

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 the following topics:

- Annual audiograms
- Results of quarterly facility safety inspection
- Electrical safety/lock-out tag-out
- Compressed air safety

Monthly mileage, fire extinguisher and safety equipment checks were completed.

The crew performed routine test run of the Roiline emergency pump.

Industrial Waste

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

Staff has been corresponding with representatives of Corning Technologies, Inc. (formerly Invenios of Santa Barbara) regarding a new facility at 55 Castilian Drive. Staff discussed the District's Pretreatment Program, Industrial Wastewater Discharge Permit requirements, and the Federal Categorical Pretreatment regulations and requirements.

Staff met with owner of Redhead Spirits regarding Industrial Wastewater Discharge Permit and an end of process sample location. Redhead Spirits will distill rum onsite and have a small retail and tasting room at 93 Castilian Drive.

Staff sent friendly reminders to all Class 4 industries to conduct their required 4th Quarter Self-Monitoring and submit the report before December 31, 2017.

Staff inspected and signed off on a Grease Removal Device Installation Permit at the cafeteria that serves LogMeIn, Inc. at 7414 Hollister Avenue.

Street Sweeping

Graffiti – none to report at this time

Abandon vehicles – none to report at this time

Hrs. – 81.9

Miles – 682.4

Loads – 48

Marborg - 9/09/17 - 5.74 TN, 9/20/17 - 11.48 TN, 9/27/17 - 4.68 TN, 10/05/17 - 7.08 TN.

- Replaced r/s gutter broom block and pins on the Eagle
- Lubed upper and lower rollers on the Eagle
- Bob's Upholstery fixed seat and hole in the floor mat on the Crosswind
- Replaced hopper door with new latch and gasket on the Crosswind
- Re adjusted gutter broom angles, serviced water and air filters on the Crosswind

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	September 2017	MGD 1.282; 33.57%
-------------------------	----------------	-------------------



Sewer Operations Cleaning Summary from September 26, 2017 to October 31, 2017

Your other attached reports include 3956

Category	Quantity
Feet Cleaned	
Hydroclean	4,013 ft.
Hot Spot	2,574 ft.
Root Cutting	1,146 ft.
	<hr/>
	7,733 ft.
Lines Cleaned	
Hydroclean	17 lines
Hot Spot	9 lines
Root Cutting	5 lines
	<hr/>
	31 lines
Other Work Orders	
CCTV Work Order	27 Work Orders
Parcel Permit	8 Work Orders
FOG Inspection	1 Work Order
Service Call	1 Work Order
	<hr/>
	37 Work Orders

GOLETA WEST SANITARY DISTRICT
ALLOWANCE OF CLAIMS
Sep 29, 2017 - Oct 30, 2017

SERVICES & SUPPLIES	Wastewater O & M	Other Services	Capital Outlay	Total
ADT- Headquarters Alarm Svc	\$ 249.96	\$ -	\$ -	\$ 249.96
ADP- Payroll Processing	\$ 793.86	\$ -	\$ -	\$ 793.86
Accountemps- Contract Labor	\$ 6,933.15	\$ -	\$ -	\$ 6,933.15
Alliant- Insurance Svcs	\$ 350.00	\$ -	\$ -	\$ 350.00
AT&T- Wireless Svcs	\$ 349.15	\$ -	\$ -	\$ 349.15
Bartlett, Pringle & Wolf- Audit & Consulting Svcs	\$ 16,592.00	\$ -	\$ -	\$ 16,592.00
Barricade Pest Control- Monthly Svc	\$ 100.00	\$ -	\$ -	\$ 100.00
BioAcoustical Corp.- Audiograms	\$ 202.52	\$ -	\$ -	\$ 202.52
Bob's Auto Salon- Sweeper Repair	\$ -	\$ 445.00	\$ -	\$ 445.00
Brownstein, Hyatt, Farber & Schrek- Legal	\$ 16,771.14	\$ -	\$ -	\$ 16,771.14
Bunnin- Auto Parts	\$ 189.76	\$ -	\$ -	\$ 189.76
Buynak, Fauver, Archbald, Spray- Legal	\$ 56.65	\$ -	\$ -	\$ 56.65
CalPERS- Health Ins	\$ 11,837.61	\$ 802.24	\$ -	\$ 12,639.85
CalPERS- Pension	\$ 6,090.98	\$ 1,069.26	\$ -	\$ 7,100.24
Cintas	\$ 123.76	\$ -	\$ -	\$ 123.76
CITIG- IT Support	\$ 3,994.29	\$ -	\$ -	\$ 3,994.29
County of Santa Barbara- SB LAFCO Payment	\$ -	\$ 7,809.00	\$ -	\$ 7,809.00
Coastal Copy- Kyocera Service	\$ 326.48	\$ -	\$ -	\$ 326.48
Costco- Supplies	\$ 120.00	\$ -	\$ -	\$ 120.00
CWEA- Memberships & Certifications	\$ 540.00	\$ -	\$ -	\$ 540.00
FGL Environmental- NISC Analysis	\$ 2,622.00	\$ -	\$ -	\$ 2,622.00
First Bank Visa- Supplies, Meetings	\$ 807.02	\$ -	\$ -	\$ 807.02
Frontier- Phone Svc	\$ 883.38	\$ -	\$ -	\$ 883.38
Geyer, Craig- SBCCSDA Reimbursement	\$ 114.95	\$ -	\$ -	\$ 114.95
Goleta Sanitary District- Share of Costs	\$ 353,668.54	\$ -	\$ 31,320.00	\$ 384,988.54
Goleta Valley Paint	\$ 53.15	\$ -	\$ -	\$ 53.15
Goleta Water District- Emily	\$ 78.27	\$ -	\$ -	\$ 78.27
Granite Construction Co.- Manhole Raising	\$ 23,585.00	\$ -	\$ -	\$ 23,585.00
Haaker Equipment Co.- Sweeper Maintenance Parts	\$ -	\$ 773.51	\$ -	\$ 773.51
Home Depot- Operating Supplies	\$ 244.76	\$ -	\$ -	\$ 244.76
Jaime's Landscape- Landscape Maintenance	\$ 300.00	\$ -	\$ -	\$ 300.00
John S. Carter Inc.- Emily Radio Pole Installation	\$ 1,818.00	\$ -	\$ -	\$ 1,818.00
Marborg- Waste removal	\$ 704.90	\$ 2,819.56	\$ -	\$ 3,524.46
McCormix- Fuel for Sweeper	\$ -	\$ 228.80	\$ -	\$ 228.80
Meyer, Larry- SBCCSDA Reimbursement	\$ 152.21	\$ -	\$ -	\$ 152.21
MNS Engineers- Project 16-04; Recyc Water Use	\$ -	\$ -	\$ 4,912.50	\$ 4,912.50
Mission Linen- Uniforms	\$ 1,309.45	\$ -	\$ -	\$ 1,309.45
Nu-Line Technologies- Phase VI Project#16-04	\$ -	\$ -	\$ 246,573.07	\$ 246,573.07
Office Depot- Office Supplies	\$ 256.85	\$ -	\$ -	\$ 256.85
PFM- Investment Management	\$ 2,815.86	\$ -	\$ -	\$ 2,815.86
Ready Fresh- Drinking Water	\$ 83.26	\$ -	\$ -	\$ 83.26
Reliance- LTD Insurance	\$ 1,646.48	\$ -	\$ -	\$ 1,646.48
Raftelis- Financial Consulting	\$ 1,200.00	\$ -	\$ -	\$ 1,200.00
Santa Barbara Air Pollution Control- Permits	\$ 429.00	\$ -	\$ -	\$ 429.00
South Coast Deli- Meetings	\$ 78.80	\$ -	\$ -	\$ 78.80
Silvia's Cleaning- Cleaning Svc	\$ 400.00	\$ -	\$ -	\$ 400.00
So Cal Edison- Electric Svc	\$ 6,903.21	\$ -	\$ -	\$ 6,903.21
Special District Risk Management- Life & Dental Insurance	\$ 1,469.44	\$ 182.86	\$ -	\$ 1,652.30
Stantec- Project #16-03	\$ -	\$ -	\$ 54,366.28	\$ 54,366.28
The Corwin Group- Phelps Rd Project	\$ -	\$ -	\$ 600.00	\$ 600.00
The Gas Company- Gas Svc	\$ 26.44	\$ -	\$ -	\$ 26.44
Tierra Contracting- Facilities Engineering Phase VI #16-03	\$ -	\$ -	\$ 446,342.17	\$ 446,342.17
Total Compensation Systems Inc.- Actuarial Study	\$ -	\$ -	\$ 1,350.00	\$ 1,350.00
TPX- Internet Svc	\$ 194.00	\$ -	\$ -	\$ 194.00
UC Regents- NCOS Grant; Fiber Optic Cable	\$ 76,381.50	\$ -	\$ -	\$ 76,381.50
Utility Cost Management LLC	\$ 311.80	\$ -	\$ -	\$ 311.80
Velocity Truck Center- Sweeper Maintenance Parts	\$ -	\$ 18.87	\$ -	\$ 18.87
Winema Industrial & Safety- Latex Gloves	\$ 476.68	\$ -	\$ -	\$ 476.68
WEX- Gas/Fuel	\$ 1,456.78	\$ 485.59	\$ -	\$ 1,942.37
TOTAL SERVICES & SUPPLIES	\$ 546,093.69	\$ 14,374.69	\$ 785,352.02	\$ 1,346,131.75

Payroll- Pay periods ending 9/27, 10/11, 10/25/17

\$ 77,745.35

Total

\$ 1,423,877.10