

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
February 4, 2020**

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 Lewis called the meeting to order at 5:30PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

None.

STAFF PRESENT

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

OTHERS PRESENT

Steve Majoewsky – 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
January 21, 2020**

(20-02-06)

Upon a motion by Director Geyer, seconded by Director Bearman, the Board unanimously approved the minutes of the Regular Board Meeting of January 21, 2020 as written.

6. **UPDATE REPORT ON PERMIT STATUS FOR THE DISTRICT HEADQUARTERS BUILDINGS PROJECT**

District Counsel updated the Board on the status of the permitting process with the City of Santa Barbara for the Headquarters Buildings Project.

7. **2ND QUARTER FY 2019-2020 FINANCIAL REPORT**
(20-02-07)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously accepted the 2nd Quarter FY 2019-2020 Financial Report as presented.

8. **COMMUNICATIONS**

The communications were noted as received.

9. **REPORTS**

Operations Report

The General Manager provided a report.

Finance Committee

President Lewis provided a report.

Goleta Sanitary District

Director Meyer provided a report.

City of Goleta

No report.

Other Director Reports

Director Meyer reported on the January SBCCSDA Board Meeting.

10. **CLOSED SESSION:**

Public Employee Performance Evaluation

(Gov't Code Section 54957)

**Employee: General Manager/Superintendent
Quarterly Update Report (4th Quarter 2019)**

The Board entered into closed session at 5:50PM.

The Board returned to open session at 6:07PM.

No action was taken.

11. **FUTURE AGENDA ITEMS**

None.

12. **ADJOURNMENT**

There being no further business, President Lewis adjourned the meeting at 6:08PM.



Mark Nation, Clerk - Secretary

APPROVED


Dr. David C. Lewis, Board President

January 14, 2019 – January 28, 2020

Administration

Staff continues working with Sudhir Pardiwalla at Raftelis on the project reviewing the District's miscellaneous fees.

District Staff and Patsy from BHFS attended the most recent Goleta Slough Management Committee Meeting. An update on the floodwall portion of the buildings project was provided to the group. Staff also provided an update on the pipeline abandonment in the wetland area associated with the Phelps Road Project.

Staff updated the GWSD Sewer System Management Plan with some minor revisions and certified the document on the State CIWQS database as required.

Copies of the FY 2018-2019 Audited Financial Statements were provided to the County Auditor and the State Controller's Office as required annually.

The State Controller's Report associated with the FY 2018-2019 Audit was submitted electronically by the District Auditors as required.

Following Board approval the Dedication Agreement for the Cortona Apartments Development was delivered to the County Recorder's Office for recording.

The annual posting of Cal/OSHA Form 300 and 300A was completed as required.

Staff received the first administrative draft of the Wastewater Generation Study from TW Land Planning and Development. Staff is currently reviewing and the report will be to committee then the Board soon.

Staff attended the City of Goleta Utility Coordination meeting.

Collection System Maintenance

Crew member Joey Hilliard was awarded the Collection Person of the Year for the CWEA Tri-Counties Section at the annual Tri-Counties Awards Banquet.

The crew completed the routine monthly exercising of valves and emergency equipment.

A planned power outage overnight on January 28, 2020 at the Emily lift station was prepared for. Edison Contractor is replacing power poles in that area. Emergency generator was onsite but was never needed. Went according to plan.

The crew continues with the routine cleaning schedule. Cleaning was primarily in the Cannon Green and Dos Pueblos High School areas this period. A sewer operations summary is enclosed with this operations report.

The Phelps Road Project continues moving along well this period. Tierra Contracting continues progressing down Phelps Road toward Storke Road and doing clean-up work behind the construction on the UCSB property.

Staff received safety training and conducted a hands-on exercise on the Districts Confined Space Entry Program and Honeywell Escape Air Breathing Apparatuses.

JV Enterprises performed the annual smoke testing for emissions on the sweepers and the Vactor.

Industrial Waste

Brian and Joey attended the annual P3 Conference in Long Beach. This conference is specifically for Pretreatment Program Professionals throughout the State.

Staff received notification from GSD that quarterly Non-Industrial Source Control sampling is suspended until further notice. GSD's consultant working on the Technically Based Local Limit study just completed extensive sampling throughout both districts.

Street Sweeping

Graffiti – none to report

Abandoned vehicles – none to report

Hrs. – 42.4

Miles- 343.7

Loads- 15

Marborg - none to report.

- Replaced debris deflector weldment on the Crosswind
- Cummins replaced parts on the Crosswind associated with the regen system per a recall from the manufacturer
- Rewelded the right side mud flap mount on the Eagle

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	October 2019	MGD 2.173; 45.2301%
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Sewer Operations Cleaning Summary from January 14, 2020 to January 28, 2020

Description	Quantity
Feet Cleaned	
Hydroclean	19,820 ft.
<hr/>	
19,820 ft.	
Lines Cleaned	
Hydroclean	89 lines
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89 lines	
Other Work Orders	
CCTV Work Order	6 Work Orders
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6 Work Orders	

Goleta West Sanitary District
Allowance of Claims
Jan 11, 2020 - Jan 29, 2020

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amount
ADP01	ADP Inc	Payroll Processing	1/27/2020	\$544.20
ADT01	ADT Security Service Inc	Alarm Service	1/27/2020	\$268.74
AIR02	Air Pollution Control District	Emission Fee	1/27/2020	\$459.31
BAR01	Bartlett Pringle & Wolf LLC	Accounting & Audit Svcs	1/27/2020	\$483.00
BAR02	Barricade Pest Control	Pest Control	1/27/2020	\$100.00
BRO01	Brownstein, Hyatt, Farber, Schreck	Legal Services	1/13/2020	\$9,940.06
CAL12	CalPERS Public Employee's Retirement System	CalPERS Pension	1/24/2020	\$4,705.90
CITIG06	Channel Islands Technology Integrators' Group	Computer Support	1/27/2020	\$3,740.45
COA01	Coastal Copy	Copier Service	1/27/2020	\$157.93
COU02	County of Santa Barbara Road Division	Annual Permit	1/27/2020	\$95.00
CWE05	CWEA Tri-Counties Section	CWEA Awards Meeting	1/27/2020	\$100.00
DEV01	Devereaux Capital Group LLC	Phelps Rd Project	1/27/2020	\$2,250.00
EPC01	EPC Inc	Emergency Transfer Switch Testing	1/27/2020	\$1,950.00
FRO01	Frontier Communications	Phone Service	1/27/2020	\$651.50
GEY01	Craig Geyer	SBCCSDA Reimbursement	1/27/2020	\$55.17
GOL02	Goleta Sanitary District	Treatment	1/27/2020	\$229,681.89
GOL04	Goleta Water District	Facility Water	1/27/2020	\$84.74
HAA01	Haaker Equipment Company	Sweeper Parts	1/27/2020	\$4,386.91
INC01	In Color	Website Development	1/27/2020	\$7,900.00
JOY01	Joy Equipment Protection Inc	Fire Safety Training	1/27/2020	\$384.50
JVE01	J.V. Enterprises	Vehicle Smoke Tests	1/27/2020	\$150.00
LAR01	Larry's Auto Parts	Vehicle Maintenance Parts	1/27/2020	\$68.95
LIN01	Lincoln National Life Ins	Deferred Compensation	1/28/2020	\$700.00
MAR01	Marborg Industries	Waste Removal & Rolloff	1/27/2020	\$3,677.47
MCC02	McCormix Corporation	Sweeper Fuel	1/27/2020	\$335.66
MIS01	Mission Linen Supply	Uniforms & Towels	1/27/2020	\$626.69
OFF01	Office Depot	Office Supplies	1/27/2020	\$22.23
RAF01	RFC Raftelis Financial Consulting, Inc.	Misc Fee Study	1/27/2020	\$1,450.00
REL01	Reliance Standard Life Insurance	Insurance LTD	1/28/2020	\$1,574.34
SBA01	Santa Barbara Aquatics	Safety Supplies Refill Air Packs	1/27/2020	\$150.00
SOU02	Southern California Edison Co	Electricity	1/27/2020	\$3,114.88
SOU04	SOUTH COAST DELI	Lunches for Committee Mtgs	1/27/2020	\$89.34
SPE03	Special District Risk Management Authority	Insurance Life & Dental	1/27/2020	\$914.53
STA01	State Water Resources Control Board	SWRCB Annual Permit	1/27/2020	\$260.00
STA04	Stantec Consulting Services Inc.	Phelps Rd Project	1/27/2020	\$162,041.36
THE07	The Corwin Group, Inc.	Phelps Rd Project	1/27/2020	\$3,260.00
TIE01	Tierra Contracting Inc	Phelps Rd Project	1/27/2020	\$378,290.00
VEL01	Velocity Truck Center Ventura County	Sweeper Maintenance Parts	1/27/2020	\$491.70
Total Services & Supplies				\$825,156.45
Payroll - (1) pay date Wk04 incl PTO payout 2019				\$51,692.36
Total				\$876,848.81