

**MINUTES OF THE REGULAR MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
March 17, 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

David Bearman M.D.

Craig Geyer

Eva Turenchalk – attended via tele-conference

BOARD MEMBERS ABSENT

Larry Meyer

STAFF PRESENT

Mark Nation – General Manager/Superintendent

OTHERS PRESENT

Troy White – TW Land Planning

Steve Majeowsky – Goleta Sanitary District

3. APPROVE THE ORDER OF THE AGENDA

(20-03-15)

Upon a motion by Director Bearman, seconded by Director Geyer, the Board unanimously approved to add an emergency ex-agenda item after item #7 to discuss COVID-19 and precautions taken by the District.

4. PUBLIC COMMENT

None.

5. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF MARCH 3, 2020

(20-03-16)

Upon a motion by Director Bearman, seconded by Director Geyer, the Board unanimously approved the minutes of the Regular Board Meeting of March 3, 2020 as written.

6. **ADOPT-A-BLOCK FY 2019-2020 2ND QUARTER REPORT**

(20-03-17)

Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board unanimously approved to accept the Adopt-A-Block report as presented.

7. **WASTEWATER GENERATION STUDY 2020 UPDATE**

Troy White from TW Land Planning and Development was in attendance to answer any questions from the Board

(20-03-18)

Upon a motion by Director Bearman, seconded by Director Geyer, the Board unanimously approved to accept the Wastewater Generation Study 2020 Update as presented.

At this time the Board and the General Manager discussed future meetings, what training has been provided to GWSD employees etc. in relation to COVID-19. No action was taken.

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.

Public Relations Committee

Director Turenchalk provided a report.

Goleta Sanitary District

No report.

Goleta Water District

No report.

Isla Vista Recreation & Park District

President Lewis provided a report.

City of Goleta

Director Geyer provided a report on a finance committee meeting he attended.

Other Director Reports

None.

10. **FUTURE AGENDA ITEMS**

None.

11. ADJOURNMENT

There being no further business, President Lewis adjourned the meeting at 6:06PM.



Mark Nation, Clerk - Secretary

APPROVED



Dr. David C. Lewis, Board President

February 26, 2020 – March 10, 2020

Administration

Staff attended Finance, Public Relations and an Engineering Committee meeting.

Staff submitted the required no-spill certification to the State CIWQS database for the month of February 2020. That makes 22 straight months with zero SSOs.

Staff began the work associated with the site verification for the annual business inventory for commercial billing.

Staff began work on the FY 2020-2021 Budget Document.

Staff met with the manager of the Lisa Capps Learning Center and People's Self-Help Housing residents at 6822 Phelps Road. The manager stated that the building has a terrible sewer odor coming from 2 of the 3 floor drains in the building. Staff inspected and determined the problem is not a District issue and they need to call a plumber.

Collection System

The Phelps Road Project continues. Tierra Contracting hit an unmarked electrical conduit at the west edge of the Storke/Phelps intersection. This turned off the stop light at the intersection. The necessary repair was made and work is continuing. Weather this week is slowing progress.

The crew continues with the routine cleaning schedule. Cleaning was completed in the Dos Pueblos High School area this period. The crew also completed hotspots and root cutting throughout the District. A sewer operations summary is enclosed with this operations report.

The crew is currently performing CCTV inspections in the EMID area.

The crew completed repairing a leaking valve at the Emily lift station.

The crew completed the scheduled monthly maintenance and equipment exercising for February.

Staff signed off on Sewer Service Permit for tenant improvements at Mojo Tea House at 6530 Seville Road, unit 103, in Isla Vista.

Staff participated in CSRMA Safety Webinar: Just-In-Time Training and Reference Tools for Public Works/Water/Wastewater.

Industrial Waste

Staff purged the Pretreatment Industrial User files and moved them to the file archive storage area.

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

Street Sweeping

Hrs. – 33

Miles- 314

Loads-10

Marborg: 2/4/20 = 7.84 TN

- Replaced air filters on main and auxiliary engines on both sweepers
- Changed oil and oil filter on auxiliary engine on crosswind

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	December 2019	MGD 1.935; 44.0004%
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Sewer Operations Cleaning Summary from February 26, 2020 to March 11, 2020

Your environmental partner since 1954

Description	Quantity
Feet Cleaned	
Hot Spot	5,347 ft.
Hydroclean	4,239 ft.
Root Cutting	260 ft.
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9,846 ft.	
Lines Cleaned	
Hot Spot	17 lines
Hydroclean	17 lines
Root Cutting	2 lines
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36 lines	
Other Work Orders	
CCTV Work Order	16 Work Orders
Parcel Permit	6 Work Orders
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22 Work Orders	

Goleta West Sanitary District
Allowance of Claims
Feb 28, 2020 - Mar 11, 2020

Vendor ID	Vendor Name	Transaction Description *	Posted Date	Document Amount
ADP01	ADP Inc	Payroll Service	3/10/2020	553.00
AQU01	Aqua-Flo Supply	Maintenance Parts	3/10/2020	267.43
BRO01	Brownstein, Hyatt, Farber, Schreck	Legal Services	3/5/2020	9,078.58
CAL12	CalPERS Public Employee's Retirement System	CalPERS Pension	3/4/2020	9,105.53
CITIG06	Channel Islands Technology Integrators' Group	Computer Support	3/10/2020	1,276.35
FRO01	Frontier Communications	Phone Service	3/10/2020	112.13
GEY01	Craig Geyer	SBCCSDA Reimbursement	3/10/2020	54.83
GOL02	Goleta Sanitary District	Treatment	3/10/2020	401,277.30
GOL04	Goleta Water District	Facility Water	3/10/2020	84.74
GRA03	Grainger	Maintenance Parts	3/10/2020	560.49
HAA01	Haaker Equipment Company	Vehicle Maintenance Parts	3/2/2020	2,083.45
HOM01	Home Depot Credit Svcs	Operations Supplies	3/2/2020	97.48
JAI01	Jaimes Landscape	Landscape Maintenance	3/10/2020	385.00
LAN01	The Land Trust for S.B. County	Tree Work	3/10/2020	7,250.00
LAR01	Larry's Auto Parts	Vehicle Maintenance Parts	3/10/2020	174.39
LIN01	Lincoln National Life Ins	Deferred Compensation	3/4/2020	1,600.00
MAR01	Marborg Industries	Waste Removal & Rolloff	3/10/2020	2,552.55
MCC02	McCormix Corporation	Sweeper Fuel	3/10/2020	251.17
MCC03	McClellan's Equipment	Pump Truck Rental	3/10/2020	600.00
MIS01	Mission Linen Supply	Uniforms & Towels	3/10/2020	1,038.87
MNS01	MNS Engineers Inc	Map Updates	3/10/2020	4,961.25
NAT01	Mark Nation	SBCCSDA Reimbursement	3/10/2020	40.00
OFF01	Office Depot	Office Supplies	3/2/2020	25.29
PFM01	PFM Asset Management LLC	Investment Advisory	3/2/2020	1,401.68
REA01	ReadyRefresh by Nestle	Drinking Water	3/10/2020	114.10
SAN20	Santa Barbara County EHS/CUPA	Annual County Hazmat Permit	3/10/2020	1,216.00
SCA01	SCAP Southern California Alliance of	SCAP Membership	3/10/2020	538.00
SIL01	Silvia's Cleaning Company, Inc.	Janitorial Service	3/10/2020	450.00
SOU02	Southern California Edison Co	Electricity	3/10/2020	230.32
SOU04	South Coast Deli	Lunches for Committee Mtgs	3/10/2020	160.63
SPE01	Specialty Tool And Bolt	Maintenance Parts	3/10/2020	27.80
SPE03	Special District Risk Management Authority	Insurance Life & Dental	3/10/2020	914.53
THE02	The Gas Company	Natural Gas	3/10/2020	54.69
TIE01	Tierra Contracting Inc	Phelps Rd Project	3/10/2020	705,384.50
TWL01	TW Land Planning & Development LLC	Wastewater Generation Study	3/10/2020	1,418.80
UND01	Underground Service Alert	Dig Alerts	3/2/2020	138.29
USP	US Postal Service, Bulk Mail Entry Unit	PO Box Rental	3/10/2020	288.00
WEX01	WEX Bank	Vehicle Fuel	3/6/2020	1,087.61
ZEB01	Zebron Contracting, Inc.	Manhole Rehabilitation	3/10/2020	10,650.00
Total Services & Supplies				\$1,167,504.78
Payroll - (1) pay date Wk10 2020				\$31,472.85
Total				\$1,198,977.63