

**MINUTES OF THE SPECIAL MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
April 10, 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 48 hours in advance of the meeting.

This Board meeting was conducted pursuant to California Government Code Section 54953 and Governor Newsom's Executive Order, N-29-20, temporarily suspending portions of the Brown Act to implement social distancing in response to the COVID-19 pandemic. Some members of the Board participated in this meeting by speaker phone. Public Comment on agenda items also could occur telephonically.

1. CALL TO ORDER

President Lewis called the meeting to order at 12:35 PM.

2. ROLL CALL: BOARD MEMBERS PRESENT

Dr. David C. Lewis – present at the GWSD Board Room
David Bearman M.D. – attended telephonically
Craig Geyer – attended telephonically
Eva Turenchalk – attended telephonically
Larry Meyer – attended telephonically

BOARD MEMBERS ABSENT

None.

STAFF PRESENT

Mark Nation – General Manager/Superintendent
Steven A. Amerikaner – attended telephonically

OTHERS PRESENT

Steve Majeowsky – Goleta Sanitary District – attended telephonically

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 MARCH 17, 2020**

(20-04-19)

Upon a motion by Director Bearman, seconded by Director Geyer, the Board approved the minutes of the Regular Board Meeting as presented by the following roll call vote:

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

6. **ACTUARIAL STUDY OF RETIREE HEALTH LIABILITIES UNDER GASB 74/75**

(20-04-20)

Upon a motion by Director Meyer, seconded by Director Geyer, the Board accepted the Actuarial Study of Retiree Health Liabilities Under GASB 74/75 as presented by the following roll call vote:

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

7. **SPRING 2020 DISTRICT NEWSLETTER**

(20-04-21)

Upon a motion by Director Meyer, seconded by Director Turenchalk, the Board approved the Spring 2020 District Newsletter as amended and directed staff to work with the District's public relations consultant to have the newsletter printed and delivered by the following roll call vote:

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

8. **BALLOT FOR ONE REGULAR AND ONE ALTERNATE SPECIAL DISTRICT LAFCO MEMBER**

(20-04-22)

Upon a motion by Director Meyer, seconded by Director Bearman, the Board approved voting for Craig Geyer as the Regular LAFCO Member by the following roll call vote:

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

(20-04-23)

Upon a motion by Director Geyer, seconded by Director Meyer, the Board approved voting for Cindy Allen as the Alternate LAFCO Member by the following roll call vote:

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

9. **COMMUNICATIONS**

The communications were noted as received.

10. **REPORTS**

Operations Report

The General Manager provided a report.

Goleta Sanitary District

No report.

Goleta Water District

Director Turenchalk provided a report.

Isla Vista Recreation & Park District

No report.

SBCCSDA Executive Board Meeting

Director Geyer provided a report.

City of Goleta

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

Other Director Reports

None.

11. **FUTURE AGENDA ITEMS**

None.

12. **CLOSED SESSION: Public Employee Annual Performance Evaluation
(Gov't Code Section 54957)**

Employee: General Manager/Superintendent

The Board entered closed session at 1:07PM.

The Board returned to open session at 1:15PM. No reportable action was taken.

13. **ADJOURNMENT**

There being no further business, President Lewis adjourned the meeting at 1:16PM.

APPROVED


Dr. David C. Lewis, Board President


Mark Nation, Clerk - Secretary

March 11, 2020 – April 6, 2020

Administration

Staff submitted the required no-spill certification to the State CIWQS database for the month of March 2020. That makes 23 straight months with zero SSOs.

Staff continues working on the site verification for the annual business inventory for commercial billing and determining the charges based on water usage.

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

Staff completed work on the draft newsletter with the Public Relations Consultant.

Staff participated in a phone conference with representatives from Towbes and FTA Multi-Family. They are developers for the proposed Heritage Ridge project adjacent to Willow Springs. Discussion was focused on the on-site sewer improvements that are needed for the development.

Staff met with Kimberly Kiefer the new General Manager at Isla Vista Recreation and Park District. Ray Willefert the AAB Supervisor also attended. Meeting purpose was an introduction and for Kimberly to learn more about AAB.

The new utility bed pick-up was delivered. The crew is transferring tools etc. over from the old pick-up prior to disposal of the old one.

Collection System

The Phelps Road Project continues. Tierra Contracting was slowed due to weather but the work is progressing. Both the Storke /Phelps and Los Carneros/Mesa intersections are now paved. Construction continues moving west on Phelps Road. No issues at this time.

The crew continues with the routine cleaning schedule. Cleaning was completed on the Bacara Gravity sections. The crew also completed hotspots and root cutting throughout the District for the month of March 2020. A sewer operations summary is enclosed with this operations report.

The crew continues performing CCTV inspections in the EMID area. CCTV inspection was completed in both the Homes at Sandpiper and Quiet Frenzy areas.

Staff inspected as the contractor at Village at Los Carneros completed a final cleaning of the public sewer portion of the sewer improvements that will be dedicated to GWSD.

Staff met with representatives from Gluck Building, Inc. and their subcontractor, Toro Enterprises, regarding construction of four new commercial buildings at Cabrillo

Business Park (CBP). Staff is inspecting and documenting improvements to the CBP private sewer system.

Staff sent information and maps of GWSD sewer system to the County of SB in the area of their sidewalk improvement project on Pasado Road in Isla Vista.

Byrd Industrial Electronics replaced failed components on the radio equipment at GSD that sends flow signal back to PS1. While on site the technician also made improvements to the District SCADA System.

The crew completed the scheduled monthly maintenance and equipment exercising for March 2020.

Staff received safety training on the following topics: Water Research Foundation Webinar – Coronavirus Research Update; Remote Training Solutions for Public Works Water and Wastewater Workers; Effective Hydro Flushing and Power Rodding Cleaning Techniques; CSRMA Webinar – COVID-19 Exposure Control Plans and Employee Training; Valley Fever (Coccidioidomycosis); and 2019 4th Quarter Safety Inspection Findings & Discussion.

Industrial Waste

Staff conducted Industrial Wastewater Discharge Permit inspections at Corning Glass Microsystems, FLIR Systems, Raytheon B-1 Campus, and Raytheon B-8.

Staff collected Industrial Wastewater Discharge Permit compliance samples from the following locations: Corning Glass Microsystems, FLIR Systems, Lockheed Martin SB Focalplane, Raytheon B-1 Campus, Raytheon B-8, and Transphorm.

Routine FOG inspection was completed at the Bacara.

Street Sweeping

Graffiti – none to report at this time.

Abandoned vehicles – none to report at this time.

Hrs. – 44

Miles- 484

Loads-16

Marborg: 2/28/20 = 10.630 TN, 3/9/20 = 10.550 TN

- Replaced hydraulic hose on the pick-up head on the Crosswind
- Haaker tech here to diagnose intermittent hydraulic problem on the Eagle

- Lubed both sweepers as needed
- Removed the blower tube and cleaned inside the pick-up head on the Crosswind

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	January 2020	MGD 2.204; 45.9884%
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Sewer Operations Cleaning Summary from March 11, 2020 to April 6, 2020

Descripton	Quantity
Feet Cleaned	
Hot Spot	4,322 ft.
Hydroclean	1,446 ft.
Root Cutting	88 ft.
	5,856 ft.
Lines Cleaned	
Hot Spot	16 lines
Hydroclean	5 lines
Root Cutting	1 line
	22 lines
Other Work Orders	
CCTV Work Order	58 Work Orders
FOG Inspection	1 Work Order
Parcel Permit	1 Work Order
Service Call	1 Work Order
	61 Work Orders

**Goleta West Sanitary District
Allowance of Claims
Mar 12, 2020 - Apr 06, 2020**

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amount
BAR01	Bartlett Pringle & Wolf LLC	Accounting & Audit Svcs	3/31/2020	115.00
BAR02	Barricade Pest Control	Pest Control	3/19/2020	100.00
BLU01	Blueisle Bookkeeping	Bookkeeping Service	3/19/2020	127.50
BRO01	Brownstein, Hyatt, Farber, Schreck	Legal Services	4/1/2020	15,607.76
BYRD	Byrd Industrial Electronics	SCADA Support	3/31/2020	1,279.68
CAL03	Public Employees HEALTH	CalPERS Health Insur	3/24/2020	15,541.27
CAL12	CalPERS Public Employee's Retirement System	CalPERS Pension	4/1/2020	9,467.02
CIN01	Cintas Corporation	Safety Supplies	3/31/2020	106.61
CITIG06	Channel Islands Technology Integrators' Group	Computer Support	3/31/2020	175.00
DEV01	Devereaux Capital Group LLC	Phelps Rd Project	3/19/2020	2,250.00
FIR01	First Bankcard	Operations	3/31/2020	796.14
FIR02	FirstNet	Wireless Service	3/19/2020	2,646.00
FRO01	Frontier Communications	Phone Service	3/31/2020	405.34
GEY01	Craig Geyer	SBCCSDA Reimbursement	3/19/2020	40.00
GRA03	Grainger	Vehicle Maintenance Parts	3/31/2020	294.37
HOM01	Home Depot Credit Svcs	Maintenance Supplies	3/31/2020	451.26
LEN01	Lenz Pest Control	Pest Control	3/31/2020	120.00
LIN01	Lincoln National Life Ins	Deferred Compensation	4/2/2020	2,300.00
MAR01	Marborg Industries	Waste Removal & Rolloff	3/19/2020	1,271.23
MCC01	Brian McCarthy	Safety Boots Reimbursement	3/31/2020	150.00
MIS01	Mission Linen Supply	Uniforms & Towels	3/31/2020	736.87
MNS01	MNS Engineers Inc	GIS Svcs & Map updates	3/31/2020	6,242.50
OFF01	Office Depot	Office Supplies	3/31/2020	224.55
PFM01	PFM Asset Management LLC	Investment Advisory	3/31/2020	1,272.12
REL01	Reliance Standard Life Insurance	Insurance LTD	3/31/2020	787.17
SBA01	Santa Barbara Aquatics	Safety Supplies & Refill Air Packs	3/19/2020	21.62
SOU02	Southern California Edison Co	Electricity	3/19/2020	3,254.85
STA04	Stantec Consulting Services Inc.	Phelps Rd Project	3/19/2020	69,684.94
THE02	The Gas Company	Natural Gas	3/31/2020	15.68
THE06	The Regents of the University of California	Internet Svc	3/19/2020	102.92
THE07	The Corwin Group, Inc.	Phelps Rd Project	3/19/2020	1,660.00
TWL01	TW Land Planning & Development LLC	Wastewater Generation Study	3/31/2020	441.30
VEL01	Velocity Truck Center Ventura County	Sweeper Maintenance Parts	3/19/2020	336.11
WES01	Westaire Heating & Air	Facility HVAC Maintenance	3/31/2020	150.00
WIN02	WinCan LLC	CCTV Software Training	3/19/2020	3,300.00
Total Services & Supplies				\$141,474.81
Payroll - (2) pay dates Wk12 Wk14 2020				\$67,432.82
Total				\$208,907.63