

**MINUTES OF THE SPECIAL BOARD MEETING
OF THE GOLETA WEST SANITARY DISTRICT
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA
November 3, 2022**

POSTING OF THE AGENDA

The agenda notice for this meeting was posted in the display case outside of 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. Members of the Board participated in this meeting remotely. Public Comment on agenda items also could occur remotely.

1. CALL TO ORDER

President Meyer called the meeting to 5:31 PM

2. ROLL CALL: BOARD MEMBERS PRESENT

David Bearman M.D. – attended remotely

David Lewis – attended remotely

Craig Geyer – attended remotely

Eva Turenchalk – attended remotely

Larry Meyer – attended remotely

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Brian McCarthy – General Manager/Board Clerk-Secretary

Jena Acos – District Counsel – attended remotely

OTHERS PRESENT

Sharon Rose – Goleta Sanitary District - attended remotely

Robert Thomas – Public - attended remotely

Simon Bentley – CITIG – attended remotely

3. APPROVE THE ORDER OF THE AGENDA

No changes were made to the order of the agenda.

4. RE-RATIFICATION OF RESOLUTION NO. 21-804 -- RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR OF THE STATE OF CALIFORNIA ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF GOLETA WEST SANITARY DISTRICT PURSUANT TO BROWN ACT PROVISIONS.

(22-11-84)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board approved re-ratification of Resolution No. 21-804 by the following roll call vote:

AYES: Turenchalk, Bearman, Meyer, Lewis, Geyer

NOES: None

ABSTAIN: None
ABSENT: None

5. **PUBLIC COMMENT**

None.

6. **APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF OCTOBER 4, 2022.**

(22-11-85)

Upon a motion by Director Geyer, seconded by Director Bearman, the Board Approved the minutes of the Regular Board Meeting of October 4, 2022 as presented by the following roll call vote:

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

7. **GENERAL MANAGER UPDATES**

The General Manager provided a report.

8. **LEGAL COUNSEL UPDATES**

District Counsel provided a report.

9. **CONSIDERATION OF AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDED AGREEMENT BETWEEN RAFTELIS FINANCIAL CONSULTANTS AND COLANTUONO, HIGHSMITH, & WHATLEY TO PREPARE A RATE AND FEE STUDY FOR THE DISTRICT.**

(22-11-86)

Staff gave a brief report and explained that Raftelis Financial Consulting (RFC) will finalize work in progress for the District. Colantuono, Highsmith, & Whatley (CHW) has provided financial/legal service to the District in the past. Upon a motion by Director Geyer, seconded by Director Bearman, the Board authorized the General Manager to execute an agreement with CHW to complete a Rate and Fee Analysis with RFC as a consultant by the following roll call vote:

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

10. **CONSIDERATION OF A PROPOSAL FROM CHANNEL ISLANDS TECHNOLOGY INTEGRATORS' GROUP (CITIG) TO MIGRATE THE DISTRICT'S COMPUTER APPLICATION AND OPERATING SYSTEMS FROM INTERMEDIAL TO MICROSOFT 365.**

(22-11-87)

Staff provided a brief report and Simon Bentley of CITIG provided details of the proposed work. Upon a motion by Director Geyer, seconded by Director Turenchalk, the Board Accepted the Proposal from CITIG as presented by the following roll call vote:

AYES: Meyer, Lewis, Bearman, Turenchalk, Geyer

NOES: None
ABSTAIN: None
ABSENT: None

11. CONSIDERATION OF CHANGE ORDERS NO. 16 & 17 FOR THE GWSD HEADQUARTER BUILDINGS IMPROVEMENT PROJECT #12-03.

(22-11-88)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board Approved of payment of Change Orders 16 & 17 as presented by the following roll call vote:

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

12. CONSIDERATION OF ADOPTING RESOLUTION NO. 22-815, FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT.

(22-11-89)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board Approved of authorizing payment of Change Orders 16 & 17 as presented by the following roll call vote:

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

Director Bearman excused himself from the meeting at 6:21 PM.

13. CONSIDERATION OF AUTHORIZING STAFF TO MAINTAIN BALANCES AT MONTECITO BANK & TRUST IN THE DISTRICT MONEY MARKET ACCOUNT AT APROXIMATELY \$5 MILLION AND THE BUSINESS CHECKING (OPERATION) ACCOUNT(S) AT APROXIMATELY \$500 THOUSAND

(22-11-90)

The General Manager provided a brief report and there was discussion. Upon a motion by Director Geyer, seconded by Director Lewis, the Board Adopted Resolution No. 22-814 as presented by the following roll call vote:

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

14. CONSIDERATION OF AUTHORIZING STAFF TO IMPLEMENT A PERMIT FOR SERVICE APPLICATION FOR DISTRICT CUSTOMERS TO COMPLETE.

(22-11-91)

The General Manager provided a brief report and the Board suggested some edits to the Application for Sewer Service. Upon a motion by Director Turenchalk, seconded by Director Lewis, the Board Directed staff to implement the Application form/template with the suggested edits and instructed staff

to implement future changes to the Application as needed without Board direction by the following roll call vote:

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

15. **COMMUNICATIONS**

Noted as received.

16. **REPORTS**

Operations Report

The General Manager provided a report.

SBCCSDA Executive Board Meeting

President Meyer provided a report.

LAFCO Meeting

No report.

Goleta Water District Meeting

Director Turenchalk provided a report.

Isla Vista Recreation & Park District Meeting

Director Lewis provided a report.

Goleta Sanitary District Special Meeting

Director Meyer provided a report.

City of Goleta City Council Meeting

No Report.

Special Finance Committee Meeting

Director Lewis provided a report.

Santa Barbara Airport Commission Meeting

No report.

SBCCSDA Chapter Meeting

Director Meyer provided a report.

Special Engineering Committee Meeting

Director Lewis provided a report.

Other Director Reports

None.

17. **FUTURE AGENDA ITEMS**

None

18. **ADJOURNMENT**

There being no further business, President Meyer adjourned the meeting at 6:46 PM.



Brian McCarthy, Board Clerk-Secretary

APPROVED



Larry Meyer, Board President

Operations Report

September 27 - October 26, 2022

Administration

Staff attended weekly Headquarter Buildings Upgrades OAC (Owner, Architect, Contractor) meetings. The group had another in-person meeting on October 20, 2022 as Ed Galindo was on site. Cinder block work on the operations building and shops are essentially done. Newton will continue with installation of remaining steel and begin interior framing with the hope of getting roofs on both structures before the rainy season.

Staff attended the following meetings: a GSD Regular Board Meeting, a Special Engineering Committee Meeting, and two Special Finance Committee Meetings.

Staff and counsel continue to meet with GSD and their counsel to finalize the draft GSD Project Notification Policy. The draft should be ready for review and comment at the November 15, 2022 Regular Board meeting.

Letters were sent to the City of Goleta and Majestic Asset Management. Inc. regarding recording of the final map for lot splits at 7414, 7416, & 7418 Hollister Avenue (Hollister Business Park).

Staff corresponded with a representative for a proposed 67-unit single residential housing project located on Phelps Road near Cannon Green.

Staff completed plan review (no sewer connection) and issued letter to the applicant that no permit is necessary from GSWD for proposed battery storage facility located at 6864 Cortona Drive.

Staff issued Sewer Availability Letters for the following:

- Proposed Tenant Improvement (TI) to a SFR at 6701 Del Playa Drive.
- Proposed master bedroom addition at 3 Baker Lane.

Efforts to make improvements to the SCADA (Supervisory Control and Data Acquisition) system continue with Cannon Engineering and staff.

Staff submitted No Spill Certification for September to CIWQS (CA Integrated Water Quality System) as required.

Collection System

The field crew completed hydro cleaning of Mesa Road trunk line from Storke Road to District headquarters, Elwood loop, line segments in the Winchester area and all hot spots.

Staff set up traffic control on Calle Real and hydro cleaned line segments in the Dos Pueblos area. Field staff is currently cleaning in the Dos Pueblos area and Santa Felicia off-track area.

Staff corresponded with the SB Municipal Airport regarding an airport expansion project. Staff provided locations and electronic as-buils of the District force mains.

Staff has been corresponding with the City of Goleta regarding upcoming paving project that involve lowering of District manholes within the work areas then coming back and raising the manholes to grade once the paving has been completed.

Staff responded to a report from the City of Goleta of a sewer lateral spill at 57 Manchester Place. Staff checked the collector lines in the area and everything was flowing normally. Staff took photos of evidence that the lateral had spilled from the cleanout located in the parkway strip. Staff contacted SB County Public Health Dept (SBCPHD) per our Response Plan and sent photos to them and the reporting party at the City. SBCPHD and the City both sent NOV's to the property owner.

Staff conducted final inspection and/ permit signoff at the following locations:

- IHOP Restaurant located at 7127 Hollister Ave.
- Curvature located at 7818 Hollister Ave.
- Lateral replacement at 7094 Scripps Crescent.
- Lateral replacement at 7637 Pinetree Place.
- Lateral replacement at 30 San Jano Drive.

Staff inspected the Pump Station No. 1 wet well. The wet well was recently rehabilitated as part of our Headquarter Building Improvements Project. Staff is happy to report that no issues were found.

Staff received safety training on the following topic:

- Workplace Violence Awareness and Prevention (webinar).
- Hearing Conservation and Hearing Loss Prevention (webinar).
- In-house Confined Space Entry Training (in conjunction with wet well inspection).
- Third Quarter Safety Inspection Review and Discussion.

Industrial Waste & Environmental Compliance

Staff mailed out the 2023 Industrial Wastewater Discharge Permit renewal applications to all Industrial Users and will issue invoices once all applications are received.

Staff collected Industrial Wastewater Discharge Permit compliance samples from the following Industrial Users: Karl Storz Imaging, Baba Small Batch (exceedance resample), The Ritz-Carlton Bacara, and Apeel Sciences.

Staff conducted Industrial Wastewater Discharge Permit compliance inspections at the following facilities: The Ritz-Carlton Bacara, Apeel Sciences, and Aeluma.

Staff attended a virtual Sewer Summit hosted by CSRMA.

Staff conducted routine maintenance on the ISCO samplers including desiccant changes and tubing replacements.

Staff met with representatives from Aeluma for a facility tour and to discuss issuance of an Industrial Wastewater Discharge Permit.

Street Sweeping

Graffiti: None reported.

Abandoned Vehicles: Staff reported 6 abandoned vehicles to the City of Goleta Code Enforcement Officer between Paseo Del Pinion and Brandon Drive at 7620-7680 Cathedral Oaks Road. Staff reported an abandon vehicle at 948 Camino Del Sur in Isla Vista to the CHP.

Hours: 75.5

Miles: 643.7

Loads: 32

Maintenance: Performed routine inspections and maintenance.

Marborg: 08/15/2022 – 6.99 Tons
08/29/2022 – 10.46 Tons
09-02-2022 – 10.17 Tons
09/09/2022 – 9.04 Tons
09/17/2022 – 6.12 Tons

Table of Treatment Capacity in GSD Plant

GWSD Average Daily Flow	August 2022	1.82 MGD; 45.6489%
GWSD Average Daily Flow	September 2022	2.00 MGD; 52.1081%



Sewer Operations Cleaning Summary from September 27, 2022 to October 26, 2022

Your environmental partner since 1954

Description	Quantity
Feet Cleaned	
Hydroclean	32,370 ft.
Hot Spot	9,555 ft.
Root Cutting	1,527 ft.
	<hr/>
	43,452 ft.
Lines Cleaned	
Hydroclean	134 lines
Hot Spot	31 lines
Root Cutting	5 lines
	<hr/>
	170 lines

Goleta West Sanitary District
Allowance of Claims
Sep 28 - Oct 24, 2022

Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amount
ADP01	ADP Inc	adp august activity billing	9/29/2022	\$ 881.64
ADT01	ADT Security Service Inc*	Security Svc	10/21/2022	272.70
ALL01	Alliant Insurance Services	Insurance	10/17/2022	7,973.00
BAR01	Bartlett Pringle & Wolf LLC	Acctng & Audit Svcs	10/21/2022	3,335.50
BOONE	Boone Graphics	Publications	10/21/2022	1,382.73
CAL03	Public Employees HEALTH	CalPERS Health	10/17/2022	16,406.08
CAL12	CalPERS Public Employee's Retirement System	CalPERS Retirement & Unfunded	10/17/2022	108,068.41
CAN01	Cannon Corp	SCADA & Data Communications	10/21/2022	4,860.00
CHW	Colantuono Highsmith & Whatley	Legal Svcs	10/21/2022	1,270.50
CITIG06	Channel Islands Technology Integrators' Group	Computer Support	10/5/2022	5,221.43
COA01	Coastal Copy	Copy Machine Maint	10/21/2022	261.23
COA02	Coastline Equipment	Vehicle Maint	10/21/2022	889.15
CWE07	CWEA	CWEA Membership & Certification	10/5/2022	420.00
DAL01	Dal Pozzo Tire Corp	Sweeper Maint	10/21/2022	130.00
DUK01	Duke's Root Control	Utility Support	10/5/2022	5,103.23
DWY01	Dwyer Instruments, Inc.	Emily Maintenance	10/5/2022	865.66
FGL01	FGL Environmental	Compliance Sample Analysis	10/21/2022	10,501.00
FIR01	First Bankcard	Operations Svcs & Supplies	10/21/2022	1,239.55
FIR02	FirstNet	Wireless Svc	10/5/2022	1,992.56
FRO01	Frontier Communications	Phone Svc	10/21/2022	1,274.32
GOL02	Goleta Sanitary District	Treatment	10/5/2022	639,164.62
GOL04	Goleta Water District	Facility Water	10/21/2022	345.18
HAA01	Haaker Equipment Company	Sweeper Maint	10/5/2022	4,196.68
HOM01	Home Depot Credit Svcs	Operations Supplies	10/21/2022	402.54
INCO1	In Color	Web Hosting	10/21/2022	556.00
INNO1	Innovyze	Flow Model Support	10/5/2022	1,434.00
JVE01	J.V. Enterprises	Smoke Test	10/5/2022	300.00
LAR01	Larry's Auto Parts	Vehicle Maint	10/5/2022	290.05
LIN01	Lincoln National Life Ins	Deferred Comp Lincoln	10/13/2022	359.30
MAR01	Marborg Industries	Waste Removal & Rolloff	10/21/2022	9,495.85
MCC02	McCormix Corporation	Fuel Red Dye Diesel	10/21/2022	6,368.42
MCC03	McClellan's Equipment	Emily Maint	10/5/2022	1,260.00
MEY01	Larry D Meyer	Meeting Expense Reimb	10/21/2022	76.63
MMD01	Mott MacDonald	Biosolids Engrng	9/29/2022	18,776.00
MSW01	Mountain Spring Water	Drinking Water	10/21/2022	125.00
NTN01	Newton Construction	District Bldg Project	10/5/2022	664,446.15
PFM01	PFM Asset Management LLC	Asset Mgmt Svc	10/21/2022	847.03
PML01	Pacific Materials Laboratory	District Bldg Project Analysis	10/5/2022	5,730.00
RAF01	RFC Raffelis Financial Consulting, Inc.	Financial Svcs	10/21/2022	1,303.75
RELO1	Reliance Standard Life Insurance	Insurance LTD	9/29/2022	879.86
SBCCSDA	SBCCSDA	SBCCSDA Membership	10/21/2022	300.00
SIL01	Silvia's Cleaning Company, Inc.	Janitorial Svc	10/21/2022	621.00
SOU02	Southern California Edison Co	Electricity	10/21/2022	382.77
THE02	The Gas Company	Natural Gas	10/21/2022	69.80
THE08	The Regents of the University of California	Internet Svc	10/21/2022	206.50
TIE01	Tierra Contracting Inc	Emily maintenance	10/21/2022	3,920.00
VEL01	Velocity Truck Center Ventura County	Vehicle Maint	10/21/2022	265.31
WES01	Westaire Heating & Air	Facility HVAC	10/21/2022	185.00
WHE01	Whetstone's Bookbindery	Publication Bookbindery	10/21/2022	104.60
WIN01	Winema Industrial & Safety Supply	Calibration Maint	10/21/2022	381.31
Total Services & Supplies				\$ 1,535,142.04
Payroll - (2) pay dates				71,818.61
Total				\$ 1,606,960.65