

Regular Board Meeting – July 14, 2021

GENERAL MANAGER’S REPORT: Office Operations

- a. The old computer would not turn on. After troubleshooting the situation, I ordered a good used power supply from eBay. I installed the power supply, plus replaced the power cord. Now the computer is working fine.
- b. I spent much time to research supplies for repairs and the meter replacement program. I ordered a pump rebuild kit for the Aurora Pentair pump that is used for the Arsenic Removal Water Treatment Plant filter system. The 340 series of Aurora Pentair pump has been replaced; however, field staff will be able to make the repair with the kit instead of replacing the entire pump.
Meter replacement program, I ordered:
 - Quantity of 20 – 5/8" x 3/4" Model 2100 Kamstrup Ultrasonic Water Meter at \$170 each
 - Quantity of 2: 1" Model 3101 Kamstrup Ultrasonic Water Meter at \$280 each
 - 14" x 19½" meter box (20)
 - 20" x 31½" meter box (4)
 - 34½" x 64" meter box (2)
*concrete reinforced, include lids – total quote \$3,110.90
 - 14½" x 8⅞" concrete meter box lids (10) added to existing order
- c. I updated information 2020 Annual Water Quality Report and Consumer Confidence Report and condensed the AWQR down two pages from last year. I conferred with Mark Honberger of Remarkable Solutions for their presentation. The reports were delivered door-to-door to all customers within the District and mailed to property owners who reside out of town by the due date of July 1, 2021.
- d. I sent a request to Henrik Nielsen to provide to the District confirmation in writing with his original signature that he has agreed to allow Tom and Robin Mounts to connect to his water line. I received the documentation by postal mail delivery on July 12th.
- e. In order to consider further review of a homeowner’s claim for damages to her driveway, the Board gave instruction to issue a letter to request an itemized list of damages, to be followed by an inspection by the Lead Field Operations/Maintenance Worker. I issued the letter, and the homeowner has provided the list. I will schedule an appointment with the Lead Worker for an inspection and provide a report to the Board at the next regular board meeting.
- f. I received a Board reminder regarding repair of the damaged VFD for Water Well #1 that was replaced in August 2020. I had previously contacted Schneider Electric customer service, and the representative gave a quote of \$5,215 to repair the unit, which did not include shipping costs to and from North Carolina. I then researched options for shipping the damaged VFD to North Carolina for repair. Due to its weight (158 pounds), the unit must be shipped by ground freight (less-than-truckload). I made attempts to schedule a pick-up to ship the unit, but there was an issue with ground freight from our remote location. I had not followed up after that time, which was not intentional. Following the reminder, I contacted Schneider Electric, and I received a response and customer application information on July 12th. The flat rate repair price is \$5,658. I will complete the application and check shipping methods and rates for shipping the damaged VFD to North Carolina for repair.

- g. I spent much time on revisions to the first draft of the Proposed Budget FY 2021-2022. In addition, I altered the format of the worksheet in order to include other expense-debt service with total expense and to separate other income-surcharge revenue from net income/loss. Revised projections for expenses are in balance with projections for income.
- h. All monthly and quarterly monitoring reports for the water system have been completed and submitted to SWRCB-DDW.
- i. I am registered for the RCAC online event, Water System Basic Operations. The course is scheduled for Tuesday, July 20th, 2021 from 10:00 a.m. to 12:00 p.m. Later that afternoon at 2:00 pm. I will attend a Zoom meeting for the Cuyama monthly check-in for the DACI Projects. The deadline for DACI Projects is September 30, 2021, per the Grant Amendment.
- j. The installation of the CBSW upgrade to the new billing computer is scheduled for July 22nd at 11:00 a.m. The technician from CUSI, Inc. will perform the installation by remote access. This is the first step of the transition. The next step will be data transfer of CCSD billing files. Technical support will complete the last step by setting up the template to print out bills within the updated billing program. I will need to purchase a laser printer to complete the setup for the upgrade.
- k. I completed the application for the Special District Leadership Foundation Technology Grant before the closing date of June 15, 2021 for reimbursement of costs associated with the utility billing system upgrade and electronic meeting resources and equipment. I was notified that the SDLF sub-committee did not approve the application at this time.
- l. The County of Santa Barbara-Office of the Auditor-Controller sent instructions to place Direct Charges on the 2021-2022 tax bills. There is an early submission request by Friday, July 23rd, since the Property Tax Division is implementing a new tax accounting system. The deadline for submission is Monday, August 9th. This is the first time that I will prepare the documentation, and I anticipate that it will be a painstaking process.

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GENERAL MANAGER'S REPORT: Field Operations

- a. The ARWTP filter system is working effectively for treatment of arsenic removal. The lab result of the Water Plant effluent sample taken on June 8th was 5.5 ppb, while the arsenic level of Water Well #1 was 47 ppb.
- b. A delivery of 250 gallons of hypochlorite solution 12.5% was delivered to the Water Plant on June 22nd. The last delivery was made on May 12th. Argo Chemical sent notification that there is a current supply shortage of sodium hypochlorite (bleach), chlorine gas and other chlorine products in California and many parts of the nation. Several of the largest chlorine producers recently announced a strict allocation on sales for all chlorine containing products, which has resulted in a tightening of supply in the market. The nationwide shortage on chlorine containing products is expected to last through this summer and into early fall, or possibly sooner if certain conditions are alleviated. Argo Chemical plans to work closely with chlorine producers as well as the State of California to provide allocated supply to its customers. I was able to place an order for 250 gallons of hypochlorite solution 12.5% to be delivered on Friday, July 16th.
- c. The electrical repairs on the headworks at the WWTP have been completed. An electrician from Burt Electric replaced the transformer in the panel to the system on June 15th. I ordered the relay, and field staff will install the replacement.
- d. Greg Berends, Hazardous Materials Specialist with CUPA/Environmental Health Services performed an inspection of the Water Plant facility on June 29th. There were no violations in the Hazardous Waste Small Quantity Generator Inspection Report; however, Mr. Berends made a note regarding the disposal of the arsenic-containing sludge and transporting it the WWTP for disposal in the future. A sample of the accumulated sludge concentrate must be below the hazardous waste threshold of 5 mg/L. Proper analysis would be required prior to that disposal method. He followed with a recommendation to ensure all wastes are properly analyzed and to retain documentation for at least three years. A Notice of Violation was issued in the Business Plan – Inspection Report for failure to document employee training of spill prevention, emergency response procedures, etc., to be done on an annual basis. Correction action – Ensure employee training is documented, and retain documentation for at least three years. Provide CUPA with a copy of the employee training roster.
- e. The project to replace hoses on the air blowers at the WWTP has been completed. Operations at the WWTP facility are especially efficient since the repairs/replacement of equipment.
- f. Field staff worked with contractors from Anderson Burton Construction to remove the water meter at the location of Fire Department Sation 41, plus abandon two meters at locations of demolished houses on Newsome Street.
- g. The current rate of water usage measures about 220,000 gallons per day. Water Well #1 is in good working condition. Daily water usage has increased by 76% since May (125,000 gallons per day).