



1902 - Serving Our Community for over 115 Years - 2023

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, APRIL 26, 2023 AT 7:00 P.M.**

1. Call to Order

President Dehn called the meeting to order at 7:03 PM

Roll Call

BOARD MEMBERS PRESENT: President Dehn, Secretary Walker, Treasurer Thiele-Sardiña, Director Moritz (arrived 7:22pm), Director Otte

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Ramirez, Condotti by Zoom

Others Present: None

2. Communications from the Public: None.

3. Consent Calendar

CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR

Discussion/Comments: None.

A. Approval of Minutes for Regular Meeting April 12, 2023

B. Consider Accepting Sewer Facilities Constructed Pursuant to Class 3 Sewer Permit No. 1605 for the Construction of Wastewater Facilities for 30 Cheyenne Point, Portola Valley, California

Motion to Approve by: Thiele-Sardiña 2nd by: Walker Vote: AYE: 4 NAY: 0 Abstain: 0

4. General Manager's Report

Discussion/Comments: General Manager Ramirez reported on the recent coordination meeting with Ranger Pipeline for the Bayfront Sewer Project. He also reported the new Associate Engineer will start mid-May. He continued to report the Construction Inspector's vehicle was replaced with an electric 2022 Ford Lighting Pro. He reported the District has submitted their Request for Qualifications to the City of East Palo Alto for sanitary sewer services. He also reported staff is preparing an upcoming presentation of the ADP payroll system for the Board. In addition, he informed the Board Office 365 is now live. General Manager Ramirez reported staff is working on a solution for a newly discovered District sewer main and a cross connection with a storm drain on Atherton Ave. The next regular Board meetings will be held on May 10th and May 24th in addition to the Budget Workshop on May 3rd. The complete General Manager's written report is in the April 26th, 2023, agenda packet.

5. Consider Accepting the District's 2022 Performance Measurement Report

Motion to Approve by: Otte 2nd by: Walker Vote: AYE: NAY: Abstain:

Discussion/Comments: General Manager Ramirez reported a vast majority of measures rated satisfactory or above. He also reported there was only one Category 1 Sanitary Sewer Overflows (SSOs) in 2022. The Board provided feedback and questions on the report and suggested several changes. Changes included re-wording attribute #2, section 1 to more accurately reflect the District's intent.

6. Discussion and Consideration of Authorizing the Board President to Submit Written Nominations to Elect San Mateo LAFCo Regular Special District Member

Motion to Approve by: _____ 2nd by: _____ Vote: AYE: NAY: Abstain:

Discussion/Comments: Board consensus was to refrain from making a nomination.

7. Report and Discussion on Sharon Heights Recycled Water Plant

Discussion/Comments: General Manager Ramirez reported the Avy Altschul Pump Station project has gone out for bid. Bids are due May 16th and the procurement of equipment is underway.

8. Discussion and Direction on Bayfront Recycled Water Project and Status Update

Discussion/Comments: General Manager Ramirez reported SCWA habitat monitoring is underway at the facility. He also reported Freyer & Laureta is preparing the bid packet for the levee project and it will go out to bid in May. In addition, Woodard & Curran is coordinating an upcoming kick-off meeting to include the Recycled Water Committee.

9. Report & Discussion on South Bayside Waste Management Authority (SBWMA)

Discussion/Comments: None.

10. Report, Discussion & Direction on Silicon Valley Clean Water (SVCW) and Discussion on SVCW CIP Program and Financing

Discussion/Comments: None.

11. Comments or Reports from Members of the District Board and Consider Items to be Placed on Future Agenda

Discussion/Comments: None.

12. Adjournment Time: The meeting was adjourned at 8:39 PM

/s/ David A. Walker
Secretary