



1902 - Serving Our Community for over 110 Years - 2019

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, JANUARY 23, 2019 AT 7:00 P.M.**

1. Call to Order

President Dehn called the meeting to order at 7:05 PM

Roll Call

BOARD MEMBERS PRESENT: Moritz, Dehn, Thiele-Sardiña, Walker, Otte
(Secretary Otte called into the meeting from:
4-820 Kuhio Hwy., Unit D-309, Kapaa, HI, 96746)

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Ramirez, Hall for Condotti

Others Present: None

2. Communications from the Public: None.

3. District Manager's Report

1) CIP Project:

a) Belle Haven III CIP construction began July 23rd. Currently performing pipe-bursting to replace some segments of sewer main. Contractor is 55% complete.

b) FERRF Metal Storage Building Update: Preconstruction meeting scheduled for Wednesday, January 29th.

c) Alpine Road Pipeline Replacement Project Update: Preconstruction meeting set for Wednesday, January 30

d) FERRF Levee Project: Staff is awaiting information. Staff will provide the latest update at the Board February 13th meeting.

2) Affiliate Agency/Association News:

a) **SLAC:** District Staff and Consultant held a meeting on January 17th to discuss implementation plan for meeting the BMP of the Mandatory Wastewater Discharge Permit, Amended November 15, 2018. Substantial progress was made and a final draft of the Implementation Plan is expected in late February. The implementation plan consists of providing for time-delay discharge to avoid excessive salts introduced in the recycled water facility's process.

b) **CASA:** Collection System Working Group continuing to meet with the State Water Resources Control Board to incorporate CASA comments into the General Wastewater Discharge Permit that all wastewater agencies operate under for controlling and reporting SSO's. The District will continue to be involved and provide an update at a Board meeting once a draft WDR is ready.

c) The District Manager will be facilitating a Round Table discussion on Performance Merit Pay programs using the District's program as an example.

3) **Upcoming Events:**

a) **Board meetings:** February 13th – establish public hearing date for SSC rates. Next mtg will be held on February 27th.

b) **County:** The SMC Mark Church's office will notify all Form 700 filers through NetFile (the online Form 700 filing program) to start preparing their documents online for the April 1 deadline.

4) **Misc./Action Items from Previous Meeting:**

a) **Finance Manager Recruitment:** Received 32 qualified applications. DM and Consultant screened applications and will be scheduling interviews shortly.

b) **Safety:** No new accidents.

c) **SSOs:** One SSO in January caused by Design/Build contractor. 2019 Total = 1.

4. **Consent Calendar**

A. Approval of Minutes for Regular meeting January 9, 2019

B. Approval of the Withdrawal Order Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters for January 23, 2019

C. Consider to Ratify and Approve Report on District's Investment Portfolio Including the Transactions of Assets Described Therein as of 12/31/18

Motion by: Moritz 2nd by: Walker Vote: AYE: 5 NAY: 0 Abstain: 0

Approved By Roll Call: Vote: AYE: 5 NAY: 0 Abstain: 0

(Moritz – Aye, Walker – Aye, Thiele-Sardiña – Aye, Otte – Aye, Dehn – Aye)

CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR

Comments: None.

5. **Consideration of the Board to Appoint a Designee to Attend LAFCo Independent Special District Selection Committee and Submit Nominations and Vote on Behalf of the District Board**

Motion by: Moritz 2nd by: Walker Vote: AYE: 5 NAY: 0 Abstain: 0

Approved By Roll Call: Vote: AYE: 5 NAY: 0 Abstain: 0

(Moritz – Aye, Walker – Aye, Thiele-Sardiña – Aye, Otte – Aye, Dehn – Aye)

Comments: Board action was to designate President Dehn as the LAFCo Independent Special District representative. Director Moritz was designated as the alternate should President Dehn not be able to attend.

6. Consider Adoption of Resolution Establishing Temporary Rate of Pay and Related Compensation Provisions for Accountant

Motion by: Moritz 2nd by: Dehn Vote: AYE: 5 NAY: 0 Abstain: 0

Approved By Roll Call: Vote: AYE: 5 NAY: 0 Abstain: 0
(Moritz – Aye, Walker – Aye, Thiele-Sardiña – Aye, Otte – Aye,
Dehn – Aye)

Comments: DM Pro Tem, Sergio Ramirez, outlined the need for this resolution as the District completes recruitment and transitions to the new Finance Manager position.

7. Discussion and Direction on Recycled Water Projects - Sharon Heights & Bayfront, Including Project Status

Comments: DM Pro Tem Ramirez, reported that the SFPUC permit is in process, construction has started on the influent pump station. The City of Menlo Park is in review of the Bayfront Facilities plan.

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

Comments: President Dehn reported that there is a meeting tomorrow on January 24, 2019 and she will reported back at the next District Board meeting.

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

Comments: Secretary Otte reported two new members have been appointed to the commission: Representing the City of Redwood City Alicia Aguirre and San Carlos Mark Olbert. SVCW has completed its financial plan and will have the Commission consider it at its next meeting.

10. Closed Session

A. CONFERENCE WITH LABOR NEGOTIATORS
(Pursuant to Cal. Govt. Code §54957.6) Agency designated representatives: District Manager, Legal Counsel
Employee Organization: Exempt Employees, Unrepresented Employees, & Teamsters Local 350

Entered closed session at 7:39 p.m. Left closed session at 7:48 p.m.

Reportable action: No Reportable action.

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

Comments: None.

12. Adjournment Time: The meeting was adjourned at 7:49 PM

/s/ George Otte
Secretary