



1902 - Serving Our Community for over 110 Years - 2016

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, JUNE 22, 2016 AT 7:00 P.M.**

1. Call to Order

President Moritz called the meeting to order at 7: 00 PM

2. Roll Call

BOARD MEMBERS PRESENT: Moritz, Dehn, Walker, Thiele-Sardiña, Otte

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Scott, Condotti, Kitajima, Slusser, Ramirez

Others Present: Gino Gasparini and Mike Kelly – Recology

3. Communications from the Public: None

9. Recommendation to Participate in the Recology Franchise Agreement Extension Negotiations

Motion by: Thiele-Sardiña 2nd by: Dehn Vote: AYE: 5 NAY: 0 Abstain: 0

Comments: Secretary Dehn outlined the benefit to approve this item. She recommends that the District look at the conditions that the City of San Mateo have done and the negotiations be led by a professional negotiator. The Board consensus was to send a letter to Recology with no conditions.

7. Consideration of Awarding Bid for the Belle Haven II Sewer Project to Ranger Pipelines

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

Comments: DM Scott outlined the bids received and recommended the award of the project go to the low bidder Ranger Pipelines.

8. Consideration of Not Awarding Bid for the Design and Construction of New Metal Storage Building to Guerra Construction Group

Motion by: Dehn 2nd by: Otte Vote: AYE: NAY: Abstain:

Comments: DM Scott recommended the Board reject the bid from Guerra Construction Group. The Board directed Staff to seek the proper time and conditions for re-issuing a call for bids for the project.

4. District Manager's Report

1) CIP Project:

- a) Sausal Vista pump station pipeline, Phase I PG&E conduit is installed. McGuire and Hester are in the first stages of working on Phase II.
- b) Marsh Road Liner – received quote from Insituform and Nor-cal. Insituform is lower. Waiting for Atherton's contractor to provide total price including traffic, markup etc.

2) Affiliate Agency/Association News:

- a) **CWEA:** Crew members may be attending collection system specific training this summer and one probationary employee recently passed the Collection System Grade 1 exam.
- b) **CMPK:** Staff meeting w CMPK staff to discuss potential for partnership on Baylands Recycled water feasibility study.

3) Upcoming Events:

- a) Board meeting July 13. Attempting to have only one meeting in July.
- b) Recruiting for vacant Maintenance worker position.

4) Misc/Action Items from Previous Meeting:

- a) **SSOs:** 1 SSO year to date.
- b) **SHGCC:** Contract work proceeding. User Agreement to meet State requirements for consideration this Board meeting. Critical items of long term agreement are being negotiated, i.e. cost sharing, O&M costs, guarantee of service etc. Targeting July 13 for that agreement approval.
- c) **Claim:** 580 Middlefield Road claim was paid in full by the District contractor and release was received.

5) Resource Sharing:

- a) **Town of Los Altos Hills:** Continuing cleaning and TV. Began GPS locating of MHs; proving difficult in some areas due to tree cover. 1 SSO to date this calendar year.
- b) **Town of Woodside:** District assisting with Pump station rehabilitation planning.

5. Consent Calendar

- A. Approval of Minutes for Regular meeting June 8, 2016 Pg. 5A-1
- B. Approval of the Withdrawal Order Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters for June 22, 2016 Pg. 5B-1
- C. WBSD Operations and Maintenance Report – May 2016 Pg. 5C-1
- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – May 2016 Pg. 5D-1

Motion by: Thiele-Sardiña 2nd by: Otte Vote: AYE: 5 NAY: 0 Abstain: 0

CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR

Comments: None

6. **Consider Adoption of Resolution Establishing Rates of Pay and Related Compensation Provisions**

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

Comments: None

10. **Consideration to Authorize the District Manager to Execute a User Agreement with Sharon Heights Golf & Country Club for the Recycled Water Project – Sharon Heights**

Motion by: Thiele-Sardiña 2nd by: Walker Vote: AYE: 5 NAY: 0 Abstain: 0

Comments: DC Condotti discussed highlights of User Agreement and latest redline changes made by SHGCC. DC Condotti advises against allowing the addition the word “approved” as changed and to approve as written and presented to the Board and with any other minor, non-substitutive changes and modifications that are acceptable to the District Manager and legal counsel.

11. **Discussion on Policy Regarding Accepting Multi-Family Residential (MFR) Condensate and Allowing MFRs to Directly Connect to Sewer System**

- 1) Comments: DM Scott led the discussion presenting several options to the Board regarding this item. Board consensus was to establish policy similar to Option A which is: 1-50 units – drain to landscape, 51-200 units –connect to sewer; pay 1 EDU connection fee and 1 EDU Sewer Service Charge (SSC), Each additional 200 units –connect to sewer, pay 1 EDU connection fee and 1 SSC with a possibility of a variance for 50 units or less if a connection fee and annual fees are paid for wastewater collection and treatment.

12. **Report: Update & Discussion on Recycled Water Project**

Comments: DM Scott provided an update on this item and discussed the following items:

- Cultural review results look good for SWRCB report.
- Long term negotiations with SHGCC will be accelerating.
- City of Menlo Park MOU has been received and Staff is discussing participating with City on a feasibility study for Baylands Recycled Water Project.

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

Comments: None

14. Report & Discussion on Silicon Valley Clean Water (SVCW)

Comments: President Moritz reported on the highlights of the June 9th Commission meeting which included updates on various rates of pay resolutions, approval of \$25,000 of paving in San Carlos and lease to auto dealership to store automobiles. Other approved items included an additional \$74,000 for odor control for San Carlos pump station and for an EIR project of \$500,000.

15. Closed Session – WBSD

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION/CONF. WITH LABOR NEGOTIATIONS

Agency designated representative: Board President/Legal Counsel

Unrepresented employee: District Manager

Entered closed session at 8:48 p.m. Left closed session at 9:02 p.m.

Reportable action: None

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

Comments: Upcoming items may include purple pipe placement and sustainability plan – 10 year CIP update and CIP map updated.

17. Adjournment Time: The meeting was adjourned at 9:12 p.m.

/s/ Fran Dehn
Signature