

MINUTES
SAM REGULAR BOARD MEETING
October 27, 2014

1. CALL TO ORDER: Chair Harvey called the meeting to order at 7:05 p.m. at the SAM Administration Building, 1000 N. Cabrillo Highway, Half Moon Bay, CA.

ROLL CALL: Present: Directors Alifano, Harvey, Boyd, Woren, Lohman
Absent: Kowalczyk
Alternate Present: Patridge

STAFF PRESENT: General Manager Hopkins, General Counsel Copeland, Acting Tech Svcs Supv. Tim Costello, Supv. of Admin. Svcs. Tracy, and Recording Secretary Turbay.

2. PUBLIC COMMENT/ ORAL COMMUNICATION

Director Woren announced there will be a Coastal Commission meeting on Wednesday, November 5th, with a reception to follow at the Half Moon Bay Yacht Club.

3. CLOSED SESSION

- A. Public Employee Performance Evaluation – Government Code Section 54957(b)1
Title: Technical Services Supervisor.
- B. Public Employee Performance Evaluation – Government Code Section 54957(b)1
Title: Supervisor of Administrative Services.
- C. Labor Negotiations: Unrepresented Employee – Title: General Manager –
Government Code
54957.6 – SAM Designated Representatives: Board of Directors.

The Board went into closed session at 7:07 p.m. The Board came out of closed session at 7:23 p.m. General Counsel Copeland reported that direction was given to staff.

4. CONSENT AGENDA

Director Alifano requested that Agenda Item 4Ba -- Monthly Flow Report, be pulled for discussion.

Director Alifano moved and Director Boyd seconded the motion to approve Consent Agenda Items 4A – Approve Minutes of August 25, 2014 Board meeting , 4Bb – Financial Statement, 4Bc - Monthly NPDES Report, and 4Bd - Collection Systems Data, and 4C – Disbursements, as presented.

- A. Approve Minutes of September 22, 2014 Board Meeting
- B. Receive and File Manager's Monthly Reports for September 2014, including:

- b. Financial Statement
- c. Monthly NPDES Report
- d. Collection System Data

C. Approve Disbursements for October 2014
Alifano/Boyd/8 Ayes/0 Noes. The motion passed.

Director Alifano inquired on the status of his previous suggestion that 3 months of data and percentages be included on the Monthly Flow Report. General Manager Hopkins replied that staff is still in the process of assembling the data and will e-mail the information to the Board as soon as it is completed.

Director Alifano moved and Director Boyd seconded the motion to approve Agenda Item 4Ba – Monthly Flow Report for September 2014.
Alifano/Boyd/8 Ayes/0 Noes. The motion passed.

5. OLD BUSINESS

- A. Discussion and Possible Action: Adopt Job Description and Salary Range:
Treatment/Field
Operations Supervisor – Rotational.

General Manager Hopkins reported on his meeting with Local 39, and a side letter with certification incentives to go with the job description and current MOU.

Following a brief discussion, Director Patridge moved and Director Boyd seconded the motion to adopt the job description and salary range for: Treatment/Field Operations Supervisor – Rotational, as presented.
Patridge/Boyd/8 Ayes/0 Noes. The motion passed.

- B. Receive Update from Ad-Hoc Recycled Water Committee.

Director Alifano reported on the October 6, 2014 Recycled Water Committee meeting. He informed the Board of changes made to the draft Principles of Agreement for Recycled Water that will be discussed under New Business Item 6D.

6. NEW BUSINESS

- A. Consideration of Changes to December 2014 Board Meeting Date.

General Manager Hopkins discussed the possible cancellation of the December Board meeting due to the upcoming Christmas holiday.

Following a brief discussion, Director Woren moved and Director Lohman seconded the motion to cancel the December Board meeting due to an anticipated lack of a quorum. Director Lohman informed staff that, if necessary, he would be available for signatures.

Woren/Lohman/8 Ayes/0 Noes. The motion passed.

B. Adopt SAM Resolution Reaffirming the Investment Policy and Guidelines.

Following a brief discussion, Director Woren moved and Director Alifano seconded the motion to adopt Resolution 5-2014, Reaffirming the Investment Policy and Guidelines.

Woren/Alifano/8 Ayes/0 Noes. The motion passed, Resolution 5-2014 was adopted.

C. Consideration of Salary Adjustments for Technical Services Supervisor and Supervisor of Administrative Services.

General Manager Hopkins reported that direction was given to staff in Closed Session and he would implement the direction given.

D. Discussion and Possible Action: Adopt Recycled Water Project Principles of Agreement and Provide Direction to Staff.

Katherine Slater-Carter, President of Montara Water & Sanitary District, addressed the Board and requested clear specifics of the financial cost analysis and benefits for MWSD.

Director Woren suggested using version 6 of the Principles of Agreement for Recycled Water. Director Woren also suggested removing the word "maximum" on page 3 of 5, item 13 (version 6). Director Boyd concurred and suggested highlighting the sentence and finding a better way to word it. Director Alifano suggested "Principles of Agreement for Recycled Water" be changed to "Guiding Principles for Recycled Water Project. Director Alifano also suggested on page 3 of 5, item 14 (version 6) "These Principles of Agreement are" be changed to "These Guiding Principles are." He also suggested page 4 of 5, signature page version 6, "have executed these Principles of Agreement" be changed to "executing these Guiding Principles." Director Boyd suggested removing the word "design" from page 2 of 5 (version 6), item 3. Director Alifano also suggested removing the word "designed" from page 2 of 5 (version 6), second sentence.

Following further discussion, Director Alifano moved and Director Patridge seconded the motion to accept version 6 of the Guiding Principles of Recycled Water with changes as discussed. Alifano/Patridge/Roll Call Vote/Patridge Aye/Alifano Aye/Harvey Aye/Boyd Aye/Woren Aye/Lohman Aye/8 Ayes/0 Noes. The motion passed.

Director Patridge congratulated the Recycled Water Committee for the progress it has made towards the implementation of a recycling project.

E. Adopt SAM Resolution in Support of Proposition 1 – Water Quality, Supply and Infrastructure Improvement Act of 2014.

General Manager Hopkins reviewed the staff report regarding the adoption of a resolution, in support of Proposition 1 – Water Quality, Supply and Infrastructure Improvement Act of 2014. Following a brief discussion, the Board declined to consider the resolution.

7. GENERAL MANAGER'S REPORT

General Manager Hopkins updated the Board on recent activities over the month of September as set forth in his Written Report to the Board.

8. ATTORNEY'S REPORT - NONE

9. DIRECTOR'S REPORT

Director Lohman informed the Board of his attendance at the CAL-LAFCO meeting.

10. PUBLIC COMMENT/ORAL COMMUNICATION - NONE

11. ADJOURNMENT

Chair Harvey adjourned the meeting at 8:36 P.M., to the next regular SAM Board meeting, scheduled for November 17, 2014, at the SAM Administration Building, 1000 N Cabrillo Highway, Half Moon Bay, CA 94019.

Respectfully submitted



Susan Turbay
Recording Secretary

APPROVED BY:


BOARD SECRETARY