

**MINUTES**  
**SAM REGULAR BOARD MEETING**  
**February 27, 2012**

**1. CALL TO ORDER:** Chair Kowalczyk called the meeting to order at 7:06 p.m. at the SAM Administration Building, located at 1000 N. Cabrillo Highway, Half Moon Bay, CA.

**ROLL CALL:** Present: Harvey, Alifano, Kowalczyk, Woren, Boyd  
Absent: Lohman  
Alternate Present: Clark

**STAFF PRESENT:** General Manager Leonard, General Counsel Copeland, Technical Svcs Supervisor Pullin, Supv. of Admin. Svcs. Tracy and Recording Secretary Turbay.

**2. PUBLIC COMMENT/ ORAL COMMUNICATION - NONE**

**3. CLOSED SESSION**

- A. Conference with Legal Counsel – Existing Litigation – Government Code Section 54956.9(a) – Szabo v. SAM
- B. Conference with Labor negotiator – Government Code Section 54957.6 – Designated Representative: Manager or Austris Rungus (IEDA) – Employee Organization – IUOE, Stationary Engineers, Local 39
- C. Conference with Legal Counsel – Potential Litigation – Government Code Section 54956.9 (b) – One Matter

The Board went into Closed Session at 7:08 p.m. The Board came out of Closed Session at 7:52 p.m. General Counsel Copeland reported that there was no reportable action in Closed Session.

**4. CONSENT AGENDA**

Director Boyd requested that Agenda Item 4Ba – Monthly Flow Report be pulled for discussion. Vice-Chair Woren requested that Agenda Item 4A – Minutes of January 23, 2012 SAM Board meeting, be pulled for discussion.

Item 4A – Minutes of January 23, 2012 SAM Board Meeting

Vice-Chair Woren requested that the following corrections be made to the minutes: Under Agenda Item 2 – Public Comment/Oral Communication – the words “at the Granada Fire Station “ should be changed to “the Burnham Strip property, across from the El Granada Fire Station”; under Agenda Item 8 – Directors’ Report – the word “Agreements” should be corrected to “Authorities”; and under Agenda Item 5A – Discussion and Possible Action on WWFMP, words be added to the effect that a report of the total savings to the City of Half Moon Bay after the WWFMP project is completed.

Director Boyd moved and Director Harvey seconded the motion to approve the following consent agenda items and Minutes of January 23, 2012 as amended.

- A. Approve Minutes of January 23, 2012 SAM Board Meeting, as amended
- B. Receive and File Manager’s Monthly Report for January 2012, including:
  - b. Financial Statement
  - c. Monthly NPDES Data

d. Collection System Data

C. Approve Disbursements for February 2012

Boyd/Harvey/8 Ayes/0 Noes. The motion passed.

4Ba. Monthly Flow Report

Director Boyd noted that the flows are going back to what they were last year. He suggested the monthly flow report be treated as a separate Agenda Item instead a Consent Agenda Item. A discussion ensued. Vice-Chair Woren suggested that the HMB meters should be the same type and technology as the GSD and MWSD meters. He also suggested mid-plant meter readings. General Manager Leonard explained plant flow meters.

Tanya Yurovsky of SRT Consultants discussed the IPS Flow Meters Review that was previously presented to the Board at the September 26, 2011, Board meeting, and informed the Board that staff is working on it.

Chair Kowalczyk requested staff confirm as to whether there is an issue with the meters. General Manager Leonard suggested having an expert come in and speak with the Board about metering more accurately. He also stated the mid-plant meter will be added into the Flow Report and the monthly Flow Report will be pulled off of the Consent Agenda if the report looks incorrect. Director Harvey requested General Manager to look into the cost of having an expert come in to speak with the Board. Vice-Chair Woren requested that all water usage data be obtained from CCWD and we will crunch the data.

Following discussion Director Boyd moved and Director Clark seconded the motion to approve agenda Item 4Ba – Monthly Flow Report.

Boyd/Clark/7 Ayes/1 Noe (Woren). The motion passed.

## 5. OLD BUSINESS

A. Discuss and Possible Action on Wet Weather Flow Management Program (WWFMP) Project

Tanya Yurovsky of SRT Consultants updated the Board on the WWFMP pre-bid conference and site visit held on Friday, February 16, 2012. She reminded the Board that bids are due by March 13, 2012 by 4:00 P.M. A discussion ensued. Following discussion, no action was taken.

## 6. NEW BUSINESS

A. Receive Report on SAM Intertie Pipeline System (IPS) Repairs

General Manager Leonard discussed his report on the IPS repairs. He reviewed the sanitary sewer overflows, the Intertie Pipeline System, the recent IPS leaks at Vallemar and Coronado Streets, the cost of the leak repair, traffic control at the Coronado Street site, and next steps to be taken. A discussion ensued. Chair Kowalczyk suggested initiation of a contact with the sheriff's department and the CHP for future planning if there is a need to escort equipment to a job site due to heavy traffic. A discussion ensued. Director Boyd suggested contacting the Office of Emergency Services for contact information. Chair Kowalczyk summarized the three main topics from the Board's discussion:

1. Who to call for pre-planning of repairs,
2. Contacting Sheriff and CHP if there is a need for an escort of equipment to a site in case of heavy traffic, and

3. Identification of a PG&E/USA contact in case of emergency

General Counsel Copeland suggested that the Board acknowledge, in the minutes of this meeting, the impressive job completed by all of SAM staff in dealing with the recent IPS repairs. Chair Kowalczyk thanked SAM staff for the hard work and a job well done.

B. Approve Engineering Proposal for IPS Section Replacement at Coronado Street, El Granada

General Manager Leonard requested that the Board approve the scope of services from SRT Consultants for engineering services in connection with the IPS section replacement at Coronado Street. Tanya Yurovsky of SRT Consultants reviewed the proposal. A discussion ensued. Director Alifano indicated that, prior to him making a decision on the approval of the proposal, he would like for the City Engineer to review the proposal. Chair Kowalczyk concurred with him. Director Boyd expressed the urgency of the activity and suggested not holding off for 2 weeks. Following further discussion, Director Harvey moved and Director Boyd seconded the motion to authorize the GM to approve the engineering proposal. Harvey/Boyd/4 Ayes/4 Noes. The motion did not pass.

The Chair directed staff to bring the SRT proposal back to the SAM Board for review and approval at the March 12, 2012 Special Board Meeting/Budget Workshop

C. Receive Report on Public Notification during Unplanned Situations and Emergencies with SAM

General Manager Leonard reviewed the staff report on public notifications during unplanned emergencies. He reviewed SAM protocols for notifying public agencies and the public for health and safety issues, which include sanitary sewage overflows and beach closures. He informed the Board that at this time SAM does not have protocols for traffic control for pre-planned work or emergency situations. He stated that staff is currently researching options that would inform commuters of traffic delays during their commute time. A discussion ensued. Chair Kowalczyk suggested live feeds through the SMCAlert.com, the HMB Review, and halfmoonbaypatch.com.

**7. ATTORNEY'S REPORT**

A. CASA Attorneys Committee Meeting – January 20, 2012

General Counsel Copeland reviewed his memo to the Board, and discussed the items included therein, including Proposition 218 - Voter Initiatives, Two-Year Carry-Over Bills, Pension Reform, and the Dickinson Report. Following brief discussion, no Board action was taken.

**8. DIRECTORS' REPORT**

Chair Kowalczyk again expressed appreciation to all SAM staff for their hard work on the IPS repairs. He also summarized the Board's discussion of whom to contact in an emergency situation, contacting Sheriff's Department/CHP in order to get equipment to a work site during high volume traffic, GM sending letters to PG&E and USA regarding the lack of, or no response during a SAM emergency situation, and the need to communicate with the public via live feeds if traffic is going to be significantly disrupted during any SAM pre-planned or emergency event.

**9. PUBLIC COMMENT/ORAL COMMUNICATION - NONE**

**10. ADJOURNMENT**

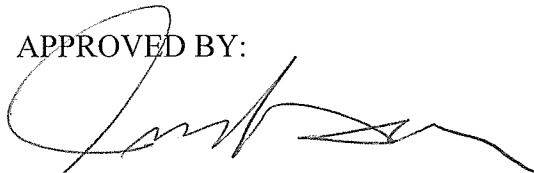
The meeting was adjourned at 10:05 P.M., to the SAM Special Board Meeting/Budget Workshop scheduled for March 12, 2012, 6:00 P.M., at the SAM Administration Building, 1000 N. Cabrillo Highway, Half Moon Bay, CA 94019.

Respectfully submitted,



Susan Turbay  
Recording Secretary

APPROVED BY:



BOARD SECRETARY