

**MINUTES
SAM REGULAR BOARD MEETING
April 23, 2012**

1. CALL TO ORDER: Chair Kowalczyk called the meeting to order at 7:18 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, Lohman
Absent: None

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

Director Woren announced the quarterly special items drop-off will be held on Saturday, April 28, 2012, from 9:00 a.m. to 1:00 p.m., at the foot of Portola near the Fire Station. He also informed the Board that Snapshot Day will be held this year on Saturday, May 5, 2012. Training for San Mateo County will be held on Monday, April 30, 2012 in San Gregorio at the San Gregorio General Store from 6 to 8 p.m. He advised that volunteers are welcome and still needed for this important event.

3. CLOSED SESSION

- A. Conference with Legal Counsel – Existing Litigation Pursuant to Government Code Section 54956.9
(a) John Szabo v. Sewer Authority Mid-Coastside and York Insurance Group, Case Nos. ADJ3466128; ADJ3155316; ADJ7184416
- 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. Report to Board – Public Employee Discipline – Government Code Section 54957

The Board went into Closed Session at 7:21 p.m. The Board came out of Closed Session at 7:26 p.m. No reportable action was taken.

4. CONSENT AGENDA

Director Woren moved and Director Alifano seconded the motion to approve the following consent agenda items as presented:

- A. Approve Minutes of March 26, 2012 Board meeting
- B. Receive and File Manager's Monthly Report for March 2012, including:
 - a. Financial Statement
 - b. Monthly NPDES Data
 - c. Collection System Data
- C. Approve Disbursements for April 2012

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

5. OLD BUSINESS

A. Receive Report on Meter Evaluation

General Manager Leonard reported on the findings of the meter evaluations. He stated the inspection of the gravity sewer section from Capistrano Avenue to the Portola Pump Station did not find any intrusion water but did find several cracks that are being scheduled for repair. He informed the Board of more inspections to the other gravity sections of the IPS sewer between Nurseryman's Exchange and the SAM plant. He discussed the testing of the meters in the IPS pump stations, the calibration and testing of the influent meter at the plant and the mid-plant weir meter, the issue of the unmeasured flow from Frenchman's Creek, the possibility of adding an inline meter to the sewers to evaluate the accuracy of the established flow schedule, access to all of HMB meter installations, and staff's inquiry with engineering consultants regarding the cost to review SAM's metering system. A discussion ensued. Director Boyd requested a full set of calibration tests to review, and Director Woren suggested a quarterly bucket test. Following discussion, Director Boyd moved and Director Alifano seconded the motion to receive the report on the meter evaluation.

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

B. Receive and Review February and March 2012 Flow Reports

General Manager Leonard reviewed the flow reports for February and March 2012. He reported that because staff had confirmed the plant influent data for February was incorrect, staff analyzed the February and March influent data using the mid-plant weir for comparison. A discussion ensued. Director Harvey requested the General Manager and staff to choose and use a consistent scale from graph to graph. Director Woren suggested adding an extra line in the graphs to show differences in the 3 rain gages. Director Boyd stated that he would like to see both the flume meter read and the weir meter read as far back as they have been looking at both. Director Harvey suggested holding off on this agenda item until the next scheduled Board meeting, so more information can be gathered and reviewed. Following discussion, no Board action was taken.

C. Receive and File SAM Resolution and Policy on Purchasing for Construction and Professional Services during Emergencies

General Manager Leonard reviewed the staff report to receive and file SAM Resolution No. 4-2001 related to contracting for emergency repairs or replacements and the Board's purchasing policies and procedures. Chair Kowalczyk requested that staff compare the policies of other entities as to when purchasing decisions need legislative body approval, and draft a new policy for the Board to review. Director Woren requested that the word "public" be added before the word "health" in the Emergencies section of the present policies. Chair Kowalczyk requested the wording "when competitive bidding is required for materials and/or services" also be added under Required Solicitation of Quotations from Vendors, item number 1 of the present policies. The General Manager stated that this agenda item will be brought back to the Board at a later meeting.

D. Receive and Review Follow-Up Report on Coronado Street, El Granada Leak Response

General Manager Leonard discussed the follow up actions to the Coronado Street leaks on the IPS in January. He informed the Board of the three attempts to contact the Sheriff's office via e-mail, and phone messages with no response, the formal letter to PG&E regarding their lack of response during the emergency, staff's review of the initial draft of SRT's plans to repair the Coronado pipe crossing, and the call out list for emergency repairs. Chair Kowalczyk requested a copy of the letter to PG&E be provided to all Board members, Director Woren suggested that coastsider.com be added to the call out list, and Director Boyd suggested that the San Mateo County Times also be added to the call out list.

6. NEW BUSINESS

Control Program Permittees that have not yet Paid FY 2011-12 Permit Fees

General Manager Leonard informed the Board that all NDWSCP participants have paid and there is no need for a public hearing.

- B. Discuss Possible Action on Easement for Wet Weather Flow Management Program (WWFMP) Project

Chair Kowalczyk requested that the wording in the second recital of the easement agreement, identifying the participating members, be added to the first whereas paragraph of the resolution. General Counsel Copeland drafted the requested insert and distributed it to the Board.


- C. Adopt Resolution 3-2012 “Resolution Approving and Authorizing Execution of Easement Agreement and Accepting Grants of Easements for Wet Weather Flow Management Project”

Director Boyd moved and Director Lohman seconded the motion to adopt Resolution 3-2012 “Resolution Approving and Authorizing Execution of Easement Agreement and Accepting Grants of Easements for Wet Weather Flow Management Project”, included the written insert distributed by General Counsel Copeland. Boyd/Lohman/8 Ayes/0 Noes. The motion passed, the resolution was adopted.


- 7. ATTORNEY’S REPORT - NONE
- 8. DIRECTORS’ REPORT - NONE
- 9. PUBLIC COMMENT/ORAL COMMUNICATION - NONE
- 10. ADJOURNMENT

The meeting was adjourned at 9:21 P.M., to the next regular Board Meeting scheduled for May 21, 2012, 7:00 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