

**MINUTES  
SAM REGULAR BOARD MEETING  
July 27, 2015**

**1. CALL TO ORDER:** Chair Lohman called the meeting to order at 7:08 p.m. at the SAM Administration Building, 1000 N. Cabrillo Highway, Half Moon Bay, CA.

**ROLL CALL:** Present: Directors Ruddock, Kowalczyk, Lohman, Boyd, Woren, Harvey

**STAFF PRESENT:** Acting Manager Heldmaier, Engineering and Construction Contract Manager Prathivadi, Supervisor of Operations Costello, and Recording Secretary Turbay.

**2. PUBLIC COMMENT/ ORAL COMMUNICATION**

Acting Manager Heldmaier introduced Kishen Prathivadi, new Engineering Construction and Contracts Manager to the Board. Chair Lohman reordered the Agenda to allow for Agenda Item 3B, Conference with Labor Negotiator – Government Code Section 54957.6, Designated Representative: Acting Manager – Clemens Heldmaier - Employee Organization – International Union of Operating Engineers, Local 39 and Agenda Item 3C, Conference with Legal Counsel – Anticipated Litigation Significant Exposure to Litigation – Government Code Section 54956.9(d)(2) to be considered after Agenda Item 10, Public Comment/Oral Communication.

**3. CLOSED SESSION**

A. Public Employee Appointment – Title: Interim General Manager - Government Code 54957(b)1

The Board went in to Closed Session at 7:10 P.M. The Board came out of Closed Session at 8:23 P.M. Chair Lohman announced that the Board took no reportable action during the Closed Session.

**4. CONSENT AGENDA**

Director Kowalczyk requested agenda item 4C – Disbursements for July 2015 be pulled for further discussion.

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

4A. Approve Minutes of May 11, May 26, June 8 and June 29, 2015 Board Meetings

4B. Manager's Monthly Reports for May consisting of:

a. Monthly Flow Report

b. Financial Statement

c. Monthly NPDES Report

d. Collection Systems Data

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

4C. Disbursements for July 2015

Director Kowalczyk requested holding check number 77126 in the amount of \$40,909.20 to SRT Consultants until the completed update of the Recycled Water Project report is received. A discussion ensued. Following discussion, Director Kowalczyk moved and Director Ruddock seconded the motion to approve Consent Agenda Item 4C – Disbursements July 2015 with a 10% Hold on check number 77126 for SRT Consultants as a part of retention.

Kowalczyk/Ruddock/8 Ayes/0 Noes. The motion passed.

## 5. OLD BUSINESS

### A. Intertie Pipeline System Reinforcement Project Phase 3 Bid Award

Acting Manager Heldmaier reviewed the staff report and announced that K.J. Woods Construction was the lowest bidder for the IPS Reinforcement Project, Phase 3. He requested that the Board award the project to K.J. Woods Construction and adopt Resolution 6-2015, "A Resolution of Award of Contract (Intertie Pipeline System Reinforcement Project, Phase 3)". Director Ruddock moved and Director Boyd seconded the motion to award the project to K.J. Woods Construction and adopt Resolution 6-2015, "A Resolution of Award of Contract (Intertie Pipeline System Reinforcement Project, Phase 3)".  
Ruddock/Boyd/8 Ayes/0 Noes. The motion passed and the resolution was adopted.

### B. Discussion of Recycled Water Project

Acting Manager Heldmaier informed the Board that there will be a meeting of the Recycled Water Committee on August 4, 2015 at 7:00 P.M. and that both CCWD and Ocean Colony Partners have been invited to attend and stated that the committee will be discussing how to get the project implemented. He informed the Board that he had attended a CCWD Board meeting earlier in the day and was pleased to see that CCWD has taken on their share of the project. Ken Coverdell, CCWD Board member and CCWD Recycled Water Committee member, addressed the Board and informed them that CCWD will do whatever it takes to get the project in motion and stated that CCWD is looking forward to working together with SAM. Chair Lohman thanked Mr. Coverdell for his comments. A discussion ensued. Acting Manager Heldmaier requested changing the RFQ requested at the June 29<sup>th</sup> Board meeting into an RFP.

### C. Update on Hiring of New General Manager

Acting Manager Heldmaier informed the Board that there are 7 applicants for the Interim Manager position and the first interviews are scheduled for August 21, 2015. He stated that the Member Agencies Managers will be participating in the pre-screening interviews and decide which applications will move forward to the SAM Board. A discussion ensued. Director Kowalczyk stated the he would like to see credentials from all applicants. Acting Manager Heldmaier stated that the Personnel Committee could also participate in the pre-screening interviews. Director Woren suggested combining the pre-screening interviews with the Member Agencies Managers and the Personnel Committee together.

## 6. NEW BUSINESS

### A. Adopt Resolution 7-2015 – "A Resolution for Paying and Reporting the Value of Employer Paid Member Contributions"

Acting Manager Heldmaier reviewed the staff report and requested the Board adopt the resolution. A discussion ensued. Following discussion, Director Woren moved and Director Boyd seconded the motion to adopt Resolution 7-2015, "A Resolution for Paying and Reporting the Value of Employer Paid Member Contributions".

Woren/Boyd/8 Ayes/0 Noes. The resolution was adopted.

**7. ACTING MANAGER'S REPORT**

Acting Manager Heldmaier discussed a letter that was received from the RWQCB thanking SAM for the tour of the Kehoe Watercourse on June 8, 2015. He informed the Board that the letter stated that the Regional Board is willing to provide some technical assistance and to direct the City to funding opportunities and informed the Board of a public education creek restoration talk that the Regional Board would like to present to the City of Half Moon Bay. Director Woren suggested that the presentation could also be given to the SAM Board as well as the City Council.

Director Ruddock will bring it to the attention of the City Council and inform SAM of when the presentation will be given.

**8. ATTORNEY'S REPORT – NONE**

**9. DIRECTOR'S REPORT**

Director Woren stated that the represented employee pay increase for 2015 should be reflective of the 2014 pay increase that was miscalculated. Chair Lohman informed the Board that he attended the last LAFCO meeting and that LAFCO cannot shut down the Harbor District.

**10. PUBLIC COMMENT / ORAL COMMUNICATION**

Chair Lohman adjourned the meeting to Closed Session.

**3. CLOSED SESSION (cont.)**


- B. Conference with Labor Negotiator – Designated Representative: Acting Manager – Clemens Heldmaier Employee Organization – International Union of Operating Engineers, Stationary Engineers Local 39
- C. Conference with Legal Counsel –Anticipated Litigation - Significant Exposure to Litigation – Government Code Section 54956.9 (d) (2) (General Counsel Copeland was available by telephone)

The Board went in to Closed Session at 9:34 P.M. The Board came out of Closed Session at 11:00 P.M. Acting Manager Heldmaier reported that there was no reportable action.

**11. ADJOURNMENT**

Chair Lohman adjourned the meeting at 11:00 P.M., to the next regular Board meeting, scheduled for August 24, 2015, at the SAM Administration Building, 1000 N Cabrillo Highway, Half Moon Bay, CA 94019.

Respectfully submitted

  
Susan Turbay  
Recording Secretary

APPROVED BY:

  
BOARD SECRETARY