

MINUTES
SAM BOARD OF DIRECTORS MEETING
Regular Board Meeting 7:00 PM, Monday January 22, 2024

1. CALL TO ORDER

Chair Dye called the meeting to order at 7:00 p.m. at the SAM Administration Building, located at 1000 N. Cabrillo Highway, Half Moon Bay, CA 94019.

A. Roll Call

Directors Ruddock, Slater-Carter, Dekker, Penrose, Randle (for Director Clark), and Dye was present. Also, present were General Manager Prathivadi, Finance Officer George Evans, General Counsel Jeremy Jungreis, and Plant Superintendent Tim Costello.

2. PUBLIC COMMENT/ORAL COMMUNICATION/ITEMS NOT ON THE AGENDA

Director Dye commented on the level of Pilarcitos Creek. General Manager Prathivadi discussed the Fire Event at the SAM Plant on January 20, 2024.

3. CONSENT AGENDA *(Consent items are considered routine and will be approved or adopted by one vote unless a request for removal for discussion or explanation is received from the Public or Board)*

A. Approve Minutes of January 8, 2024, Regular Board Meeting

B. Approve Disbursements for January 22, 2024

C. Monthly Revenue and Expense Report for Period Ending December 31, 2023

Director Ruddock pulled the minutes for further discussion. General Manager Prathivadi acknowledged the amendment that Director Ruddock had previously emailed to him. He stated that the minutes will be amended, and the Board could adopt the minutes with corrections as discussed. Director Penrose moved, and Director Dekker seconded the motion to approve the Minutes of January 8, 2024, with corrections as discussed, and Consent Agenda items 3B - Approve Disbursements for January 22, 2024, and Item 3C - Monthly Revenue and Expense Report for Period Ending December 31, 2023, as presented.

Penrose/Dekker/Roll Call Vote: Ruddock Aye/Slater-Carter Aye/Dekker Aye/Randle Aye/Penrose Aye/Dye Aye/8 Ayes/0 Noes. The motion passed.

4. REGULAR BUSINESS *(The Board will discuss, seek public input, and possibly take action on the following items)*

- A. Authorize General Manager to Cancel Certain Previously Approved CIP Projects So That Funding Could be Diverted to Other Projects Which Have Exceeded Previously Budgeted Amounts

General Manager Prathivadi reviewed the staff report, and stated that this was discussed at the January 18, 2024, Finance Committee Meeting, and the Committee agreed with this proposal. He then recommended that the Board of Directors authorize him to cancel certain previously approved CIP projects so that funding could be diverted to other projects which have exceeded previously budgeted amounts. A discussion ensued. Following Discussion, Director Slater-Carter moved, and Director Dekker seconded the motion to authorize the General Manager to cancel certain previously approved CIP projects so that funding can be diverted to other projects which have exceeded previously budgeted amounts.

Slater-Carter/Dekker/Roll Call Vote: Ruddock Aye/Slater-Carter Aye/Dekker Aye/Randle Aye/Penrose Aye/Dye Aye/8 Ayes/0 Noes. The motion passed.

- B. Authorize General Manager to Issue a Purchase Order to Rebuild-It to Provide Labor and Equipment Necessary for Replacing One Secondary Clarifier Drive in an Amount Not to Exceed \$566,516

General Manager Prathivadi reviewed the staff report and recommended that the Board of Directors authorize him to issue a purchase order to Rebuild-It to provide labor, and equipment necessary for replacing one secondary clarifier drive mechanism in an amount not to exceed \$566,516. A discussion ensued.

Slater-Carter/Dekker/Roll Call Vote: Randle Aye/Penrose Aye/Slater-Carter Aye/Ruddock Aye/Dekker Aye/Dye aye/8 Aye/0 Noes. The motion passed.

Director Slater-Carter requested discussing Agenda Item 4E - Authorize the General Manager to Submit a Budget Amendment for Fiscal Year 2023/24 to Member Agencies for Approval before discussing Agenda Item 4D - Authorize General Manager to Enter a Contract with SRT Consultants to Provide Engineering Services for Montara Force Main

in an Amount Not to Exceed \$ 488,100. The Board agreed to Director Slater-Carters' request.

- C. Authorize General Manager to Issue a Purchase Order to Brentwood to Provide Labor and Equipment Necessary for Replacing One Primary Longitudinal Collector Mechanism for Primary Clarifier 1 in an Amount Not to Exceed \$304,500

General Manager Prathivadi reviewed the staff report and recommended the Board of Directors authorize him to issue a purchase order to Brentwood to provide labor and equipment necessary for replacing one Primary Longitudinal Collector Mechanism for Primary Clarifier 1 in an Amount Not to Exceed \$304,500. A discussion ensued. Following discussion, Director Dekker moved, and Director Ruddock seconded to authorize the General Manager to issue a purchase order to Brentwood to provide the labor and equipment necessary for replacing one primary longitudinal collector mechanism for primary clarifier 1 in an amount not to exceed \$304,500.

Dekker/Ruddock/Roll Call Vote: Randle Aye/Penrose Aye/Slater-Carter Aye/Ruddock Aye/Dekker Aye/Dye Aye/8 Aye/0 Noes. The motion passed.

- E. Authorize the General Manager to Submit a Budget Amendment for Fiscal Year 2023/24 to Member Agencies for Approval

General manager Prathivadi reviewed the staff report and recommended that the Board of Directors authorize the General Manager to submit the Mid-Year Budget Amendment for FY 2023/24 to the member agencies and to request that this item be placed at the next regular meeting for each agency to consider and approve. A discussion ensued. Director Slater-Carter requested clarification in the SRT letter and further documents that it is not the Montara Force Main, it is the SAM Force Main, located in Montara. It is not owned by Montara, it is owned by SAM. Following discussion, Director Slater-Carter moved, and Director Randle seconded the motion to authorize the General Manager to submit a budget amendment for Fiscal Year 2023/24 to member agencies for approval.

Slater-Carter/Randle/Roll Call Vote: Randle Aye/Penrose Aye/Slater-Carter Aye/Ruddock Aye/Dekker Aye /Dye Aye/8 Aye/0 Noes. The motion passed.

- D. Authorize General Manager to Enter a Contract with SRT Consultants to Provide Engineering Services for Montara Force Main in an Amount Not to Exceed \$ 488,100

General Manager Prathivadi reviewed the staff report and recommended the Board of Directors authorize the General Manager to enter a contract with SRT Consultants to provide engineering services for the Montara Force Main in an Amount not to exceed \$488,100. A discussion ensued. Following discussion, Director Slater-Carter moved, and Director Dekker seconded the motion to authorize the General Manager to enter a contract with SRT Consultants to provide engineering services for the Montara Force Main in an amount not to exceed \$ 488,100. Director Slater-Carter also stated that she would like this vote on the record in case ERF brings this up. Director Ruddock stated for the record, that this amendment could have gone to the member agencies months ago.

Slater-Carter/Dekker/4 Ayes/4 Noes (Ruddock, Penrose). The motion did not pass.

5. GENERAL MANAGER'S REPORT

A. Managers' Monthly Report – December 2023

General Manager Prathivadi presented the General Managers report for November 2023 to the Board for review and approval. Director Slater-Carter commented on the flow to the plant, and concentration of solids. General Manager Prathivadi stated that is referred to as loading, which is the flow times BOD. Following discussion, the Board concurred to approve the Managers' Monthly Report for December 2023.

6. ATTORNEY'S REPORT - NONE

7. DIRECTOR'S REPORT - NONE

8. TOPICS FOR FUTURE BOARD CONSIDERATION - NONE

9. CONVENE IN CLOSED SESSION (items discussed in Closed Session comply with the Ralph M. Brown Act.)

The Board went into Closed Session at 8:05 p.m.

10. CONVENE IN OPEN SESSION (Report Out on Closed Session Items)

The Board came out of closed session at 8:30 p.m. There was no reportable action.

Minutes
SAM Regular Board Meeting
January 22, 2024

11. ADJOURNMENT

Chair Dye adjourned the meeting at 8:30 p.m. to the next Regular meeting on February 12, 2024, at 7:00 p.m., held at the Sewer Authority Mid-Coastside, 1000 N Cabrillo Highway, Half Moon Bay, CA 94019

Respectfully Submitted,

Approved By:

Lorri Rovai
Administrative Assistant

Board Secretary