

**MINUTES**  
**SAM REGULAR BOARD MEETING**  
**September 26, 2011**

**1. CALL TO ORDER:** Vice-Chair Kowalczyk called the meeting to order at 7:04 p.m. at the SAM Administration Building, located at 1000 N. Cabrillo Highway, Half Moon Bay, CA.

**ROLL CALL:** Present: Harvey, Fraser, Kowalczyk, Boyd, Woren  
Absent: Lohman

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

**2. PUBLIC COMMENT/ ORAL COMMUNICATION**

Director Woren informed the Board that there are two activities on October 1, 2011, that will be going on at the same time. These are the dedication ceremony at Quarry Park in El Granada and Community Day at Pilarcitos Quarry. Both activities will start at 11:00 a.m.

**3. CLOSED SESSION**

- A. Conference with Legal Counsel – Existing Litigation – Government Code Section 54956.9(a) – Foley v CalPERS
- B. Conference with Legal Counsel – Existing Litigation – Government Code Section 54956.9(a) – Szabo v. SAM
- C. Public Employee Performance Evaluation – Title: General Manager – Government Code 54957

The Board went into Closed Session at 7:05 p.m. The Board came out of Closed Session at 8:05 p.m. General Counsel Copeland reported that direction was given to Counsel as a result of the closed session agenda.

**4. CONSENT AGENDA**

Vice-Chair Kowalczyk requested that Agenda Item 4A – Approve Minutes of August 22, 2011 SAM Board Meeting be pulled from the Consent Agenda. Director Fraser moved and Director Harvey seconded the motion to approve the following consent agenda items as presented:

- B. Receive and File Manager's Monthly Report for August 2011, including:
  - a. Financial Statement
  - b. Monthly NPDES Data
  - c. Collection System Data
- C. Approve Disbursements for September 2011

Fraser/Harvey/7 Ayes/0 Noes. The motion passed.

**A. Approve Minutes – August 22, 2011 SAM Board Meeting**

Vice-Chair Kowalczyk commented on the minutes of August 22, 2011 and requested clarification of agenda item 6A – Adopt Resolution 4-2011 – a Resolution establishing a Procedure for the Repair or Replacement of Facilities in the Event of an Emergency. He stated that he wanted to clarify the City of Half Moon Bay expectations to the capital expenditures, and that the City expects them to be allocated into proportion to the member agencies allocated share of the original expenditure. He also commented on agenda item 6B – Authorize General Manager to Approve and Execute SRT Proposal to develop a design and bid package for Air

Vac Replacement and Bypass Station Installation on the IPS. He clarified that Half Moon Bay participates in the maintenance of SAM facilities, but the City disputes its role in paying for capital items. Director Fraser moved and Director Boyd seconded the motion to approve consent agenda item 4A - approve minutes of August 22, 2011 SAM Board meeting with these clarifications noted in the minutes of September 26, 2011. Fraser/Boyd/7 Ayes/0 Noes. The motion passed.

## **5. OLD BUSINESS**

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

#### **a. Receive and Discuss WWFMP Status Report.**

Tanya Yurovsky of SRT Consultants informed the Board that the design of the WWFMP is complete and ready for advertising for public bidding. The final plans and specifications have been reviewed by the geotechnical engineer, ROMIG, their comments have been incorporated, and the design package also underwent a peer review by Kennedy Jenks Consultants. A discussion ensued. Following discussion, General Manager Leonard stated that staff will continue to review the groundwater levels and recommendation of postponing the start of the project construction until July 2012.

### **B. Monthly Flow Report**

General Manager Leonard reviewed the staff report and stated that staff would continue to look at the meters and make sure they are right. A discussion ensued.

### **C. SAM Flow Meter Review – Report and Presentation by SRT Consultants**

Mark Quady of SRT Consultants presented the Board with the SRT IPS flow meters review. He discussed the goals and purpose, approach and methodology, background, flow measurement calculations, and review of the existing flow meters for Montara, Portola, and Vallemar pump stations. He also discussed SAM's WWTP Headworks Siemens Flow Totalizer, its installation and measurement, the error analysis, and the summary of findings for the headworks meter and of SAM's meters. He reviewed his recommendations of meter replacement and installation of a meter in Frenchman's Creek. A discussion ensued. Following discussion Director Woren requested an electronic version of the presentation be sent to all Board members.

## **6. New Business**

### **A. Adopt Resolution 5-2011 – Reaffirming the Investment Policy and Guidelines**

General Manager Leonard presented the staff report to adopt Resolution 5-2011, Reaffirming the Investment Policy and Guidelines. Following brief discussion, Director Woren moved and Director Boyd seconded the motion to adopt Resolution 5-2011, Reaffirming the Investment Policy and Guidelines. Woren/Boyd/7 Ayes/0 Noes. The motion passed and the Resolution was adopted.

### **B. Authorize General Manager to Conduct Public Hearing on Proposed Non-Domestic Waste Source Control Program (NDWSCP) Fee Schedule for FY2011-12**

General Manager Leonard reviewed the staff report to authorize the General Manager to conduct a public hearing on the proposed Non-Domestic Waste Source Control Program (NDWSCP) Fee Schedule for FY2011-

12, adopt the Fee Schedule for FY 2011-12 and publish a Notice of the Hearing in the Half Moon Bay Review. Following discussion, Director Woren advised he would speak with the GM regarding the alphabetizing of the Fee Schedule off-line.

Director Harvey moved and Director Boyd seconded the motion to authorize the General Manager to conduct the Public Hearing on the proposed Non-Domestic Waste Source Control Program (NDWSCP) Fee Schedule for FY2011-12, at the Board meeting on October 24, 2011, and publish the Notice of Public Hearing in the Half Moon Bay Review two weeks prior to the hearing.

Harvey/Boyd/7Ayes/0 Noes. The motion passed.

**7. ATTORNEY'S REPORT**

A. Casa Attorneys Committee Meeting – August 12, 2011

General Counsel Copeland reviewed his written report on the CASA Attorney's Committee meeting of August 12, 2011. As discussed in his report, he briefed the Board on active and inactive State legislation, proposed federal legislation, anticipated increases in State Board waste discharge permit fees, and a recent judicial decision, City of Palmdale v. Palmdale Water District, related to tiered water rates.

**8. DIRECTORS' REPORT**

Vice-Chair Kowalczyk thanked Pacifica Community Television (PCT) for being at the Board meeting in force. Director Boyd informed the Board that the PCT crew was mostly made up of volunteers and he encouraged everyone with an interest in community television to volunteer their services.

**9. TOPICS FOR FUTURE DISCUSSION - NONE**

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

**11. ADJOURNMENT**

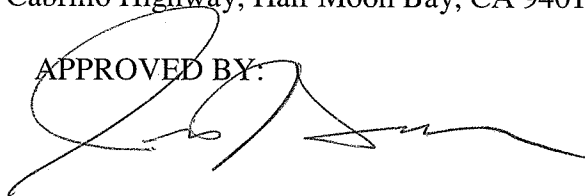
The meeting was adjourned at 9:23 P.M., to the next Regular Board meeting, scheduled for October 24, 2011, 7:00 P.M., at the SAM Administration Building, 1000 N. Cabrillo Highway, Half Moon Bay, CA 94019.

Respectfully submitted,



Susan Turbay  
Recording Secretary

APPROVED BY:



BOARD SECRETARY