

M I N U T E S

SEWER AUTHORITY MID-COASTSIDE
Regular Meeting Of January 26, 1987

SAM Administration Building
1000 Cabrillo Highway North
Half Moon Bay, CA 94019

SAM FILE
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The Meeting was called to order at 7:35 P.M. by Madam Chairman Schuetrum.

BOARD OF DIRECTORS ROLL CALL:

Present: Schuetrum, Kuhn, Beer, Bedesem, Shapira, Giddings (arrived 7:39 P.M.)
Alternate: None.
Absent: None.

STAFF PRESENT: General Manager Heaslet, Superintendent Valladao,
Legal Counsel Copeland

APPROVAL OF MINUTES:

Bedesem moved, and it was seconded by *Kuhn* that the Minutes of the Board of Directors Meeting of December 22, 1986, be so approved as presented. The motion was unanimously approved.
(Giddings arrived here.)

ALLOWANCE FOR CLAIMS:

Bedesem moved, and it was seconded by *Giddings*, that the identified Claims & Check Lists for both manually and computer-prepared checks for the Total Amount of \$121,932.67 be so approved for payment as presented. The motion was unanimously approved.

CONSENT CALENDAR:

A. For Approval: W. Heaslet - 12-15-87 THRU 1-20-87 Expense/Mileage Statement Corrected amount to read \$269.56. Check No. 2667 to be voided and replaced accordingly. *Bedesem* moved, and it was seconded by *Giddings*. The motion was unanimously approved.

B. For Information:

1. SAM (01-20-87) Transmittal Ltr To Mbr Agencies Of JPA 4th Amendment
2. SAM (01-16-87) Transmittal Ltr To Eggleston Elec Of Retention \$\$
Re P.G.& E. Energy Conservation Project
3. SAM (01-16-87) Ltr To St. Catherine's Hosp. Answering Service
Re Establishing Service To SAM
4. SAM (01-06-87) Transmittal Ltr To Mr. Rungis Of Change-Over Resolutions
5. SAM (12-29-86) MAFIA Monthly Meeting Reminder
6. SAM (01-09-87) Ltr To HMB City Mgr Re Mail Communication Arrangements
7. SAM (01-07-87) Transmittal Ltr To Travelers Of Zorc Billing and
SAM Invoice For Half Share of Costs Re P.U.4

8. SAM (01-13-87) Transmittal Ltr To Mbr Agencies Of FY's 85 & 86 Audit Report
9. SAM (01-02-87) SAM In-House Bulletin #79 Re Holidays Identification
10. MAIN-HURD. (12-15-86) Bulletin Received - Subj: Payroll Taxes & Info For 1987
11. MSD (12-24-86) Note Of Appreciation For Assistance Rendered
12. CSRMA (01-09-87) Notice Re Authorization To Procure Legal Counsel and Program Administrator
13. CSRMA (12-24-86) Meeting 1-15-87 At Palm Springs - Agenda Of
14. CASA (01-09-87) Minutes Of November's Meeting
15. CASA (-- Executive Director's Report of Midyear Session January 15-17, 1987
16. EPA (01-16-87) Notice Of Upcoming Performance Evaluation Sampling
17. MSD (12-23-86) Copy Of Ltr To CA Coastal Commission Re Scenic Trail
18. COPELAND (12-26-87) Copy Of Ltr To MSD Re Local Coastal Plan
19. CA LEAGUE (12-15-86) Bulletin Re Planning & Siting Hazardous Waste Facilities (AB2948)

#3 - Giddings: Clarified that the St. Catherine's Answering Service will be a 24-hour, 7-day-per-week service, commencing February 4, 1987.

#9 - Copeland: Confirmed that the holidays as stated are the same as those honored by the City of Half Moon Bay and as we inherited them.

Bedesem moved, and it was seconded by *Kuhn*, that Consent Calendar For Information, Items 1 THRU 19, be so adopted as presented. The motion was unanimously approved.

WRITTEN COMMUNICATIONS:

1. Heaslet identified the letter to Local 39 requesting the appropriate signature page of the contract now between SAM and Union as self-explanatory.
2. Plant-Of-The-Year Award Application: Heaslet noted as how we were being considered for this award. He did relate that SAM did receive this CWPCA award for small North Bay Area plants of 10 MGD or less category. It is expected the award be presented at the March CWPCA meeting. Heaslet related the extended efforts made by the personnel and time spent before and after scheduled working hours in a combined effort towards this goal. The Board extended appreciation and thanks to all personnel. Giddings noted he will prepare a written commendation to SAM personnel for fine performance and efforts expended.

3. Compliance Inspection Report: Heaslet noted this response to the December inspection by the Regional Water Quality Control Board as friendly. He related Mr. Blair Allen is the Area Engineer newly assigned to us and, overall, the RWQCB is pleased with the progress we keep showing and making. Heaslet reported on the Industrial Waste Discharge Study which commenced last summer and Mr. Mark Fletcher's returning in February to complete this study.
4. Draft Water Well Ordinance: Heaslet noted that a request will be made to the County to change the distance required in placing a water well from a property line (Section 4712, Pages 7/8). The concern is of it being a matter of precedent of an existing well near a property boundary versus a paper street proposed sewer line. The Board was supportive of this proposed change from five to fifty feet.

ORAL COMMUNICATION: None.

- MONTHLY REPORTS:
1. Flows For December - Oral: Both Heaslet and Valladao reported on the flows recorders and calibration matter and of SAM's approaches to verify the accuracy of the flows readings. It was noted a full report will be prepared on the findings for the Board's review. Giddings related MSD will do an independent study of the flow readings. A discussion ensued on the number of hookups in each member agency and capacity.
 2. Collection Activities: Heaslet identified this report as self-explanatory and briefly reviewed the data. A discussion of illegal second units and their impact on the flows ensued.
 3. NPDES Self-Monitoring: Heaslet identified this report as self-explanatory. He noted there were no effluent quality violations during December. This reporting includes the formal Portola Pump Station overflow explanation since this is what goes to the Regional Water Quality Control Board. Valladao responded to Giddings' request for maintenance and testing schedule status by identifying weekly tripping of all alarms and double checking all lights. *Written procedure to follow.*

STAFF REPORTS/NEW BUSINESS/OLD BUSINESS:

- A. SAM Resolution 1-87: *RESOLUTION OF PARTICIPATION IN THE LIABILITY PROGRAM OF THE CALIFORNIA SANITATION RISK MANAGEMENT AUTHORITY (SCRMA) EFFECTIVE JANUARY 1, 1987.* This formalizes the Board's concept approval and authorization for said participation.

Kuhn moved, and it was seconded by *Bedesem*, that SAM Resolution 1-87 be adopted as presented. The roll call vote was unanimously affirmative.

- B. SAM Resolution 2-87: A RESOLUTION APPROVING AND AUTHORIZING PURCHASE OF RADIO AND RADIO TELEMETRY EQUIPMENT. Copeland identified respective documents needed to finalize this purchase, and he explained the lease/purchase arrangements. A discussion on financing ensued.

Beer moved, and it was seconded by *Kuhn*, that Resolution No. 2-87 be so adopted - authorizing and approving the purchase of said radio and radio telemetry equipments - subject to the General Manager's acquiring two (2) additional financing bids. The roll call vote was unanimously affirmative.

- C. PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS): Heaslet reported on the on-going actuarial and evaluation process status. He described the program for SAM as it has been for only one employee versus that which the City has for its employees and which SAM needs to accept, namely: Post-Retirement Survivor Allowance (PRSA).

Heaslet requested Board approval to sign the appropriate PERS form to add this PRSA item to the contract and to proceed with the continuance of the actuarial. *Bedesem* moved, and it was seconded by *Giddings*, that the SAM contract with PERS be amended to include said benefit and thus match what the employees had with the City of Half Moon Bay, and to prepare any needed SAM resolution for acceptance/execution of the completed SAM/PERS contract. The motion was unanimously approved.

INSURANCE: Heaslet reported William Esselstein (GSD) has been appointed the attorney for California Sanitation Risk Management Authority, and SAM General Manager Heaslet has been appointed to sit on the Selection Committee which evaluates new applicants.

Heaslet identified the Participation Agreement as self-explanatory. He reported the Carl Warren & Co. has been the one selected by CSRMA to handle the insurance adjustments and claims administration. Forms will be forthcoming for the handling and processing of claims. He related the insurance matter has been moving along quite nicely.

Heaslet reviewed the "Tail Coverage" regarding the insurance carrier change-over, and the potential need therefore. He requested Board concurrence with proceeding to secure this coverage.

Bedesem moved, and it was seconded by *Kuhn* that SAM secure this coverage identified as "Tail Insurance" and Staff be authorized to proceed accordingly. The motion was unanimously approved.

LITIGATION: Heaslet reviewed Attorney Zorc's role as being hired by SAM in conjunction with Travelers Insurance regarding the Project Unit 4 - Change Order #7 Eligibility Determination matter in dealing with the U.S. Army Corps of Engineers. Zorc has become part of a new firm, namely ZORC, RISSETTO AND WEAVER, Attorneys At Law; thus, Heaslet requested Board concurrence with dealing with this new firm at the same 50/50 cost arrangement with Travelers under the new fee schedule.

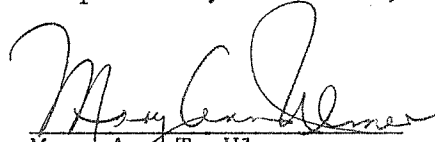
Bedesem moved, and it was seconded by *Giddings*, that SAM continue to proceed with this matter through the efforts of Attorney Zorc and his new law firm under the new fee schedule and continuing the same payment arrangements with Travelers Insurance. The motion was unanimously approved.

FINANCIAL: Heaslet identified this reporting for the month ending December 31, 1986, as self-explanatory. He related some changes in reporting on a monthly basis will be incorporated come next fiscal year.


CASA REPORTING: Copeland gave a summary reporting on a few matters which were addressed at the January 15-17 CASA Meeting/Workshop, including The Brown Act, San Marcos Decision, AB-3314 (time of collecting collection fees), Grand Jury Investigations AB-169 (Amend LAFCO powers regarding reorganization proceedings), Punitive Damages against Public Employees, and Liability of treating toxic wastes.

ADJOURNMENT: The Meeting was duly adjourned at 9:38 P.M.

Respectfully submitted,


Mary Ann T. Ulmer
Recording Secretary

APPROVED:


Darrell A. Kuhn
SAM Secretary