

M I N U T E S

SEWER AUTHORITY MID-COASTSIDE  
Regular Meeting of May 26, 1987

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

---

The meeting was called to order at 7:30 P.M. by Madam Chairman Schuetrum.

BOARD OF DIRECTORS ROLL CALL:

Present: Giddings, Bedesem, Kuhn, Schuetrum, Shapira  
Alternate: Eriksen  
Absent: Beer

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

APPROVAL OF MINUTES:

Minutes were not completed at the time of this regular meeting. They are to be presented at next regular meeting to be held on June 22, 1987.

ALLOWANCE FOR CLAIMS:

Bedesem moved, and it was seconded by Kuhn, that the identified Claims and Check Lists for both manually and computer-prepared checks for the Total Amount of \$102,587.95 be so approved for payment as presented. Kuhn questioned whether manual checks prepared to Security Pacific Bank for the amounts of \$3,755.99 and \$3,778.40 were for payment of loan, or could this be a catch-up of a missed payment? Heaslet explained that we do make monthly loan payments each month and that possibly this second payment was to federal or state deposit for our payroll and is coincidental that amounts are so similar.

CONSENT CALENDAR:

A. For Approval: Bedesem moved, and it was seconded by Kuhn, that Consent Calendar For Approval be so approved for payment as presented. The motion was unanimously approved.

B. For Information:

1. SAM (05-08-87) Statement of Facts Roster of Public Agencies Filing
2. C-REM (05-04-87) GSD Capital Improvement Project 1986-1987-Sewer Lines Replacement

3. SM CNTY(05-19-87) Questions re: Methods for Implementing Policy 2.8c of the LCP
  4. SM CNTY Harbor (05-18-87) Request for Info Re: Breakdown Of The Sewer Priority Capacities for GSD
  5. CTY OF HMB (05-08-87) Notice of Public Hearing by Planning Commission of the City of Half Moon Bay - 8 PM May, 28, 1987
  6. SAM (05-21-87) Claim # 922815 - Ltr of Thanks for Expeditious Handling of Settlement
  7. SAM (05-21-87) Claim # 922815 - Ltr Transmitting 'Pink Slip', Power of Attorney document, and Notice of Release of Liability.
  8. CSRMA (05-06-87) RE: General Libaility & Automobile Liability Memorandum of Coverage & Policies; Excess General and Automobile Liability Policies
  9. CRUMP (04-01-87) Notice of Company merge with Fred S. James organization
  10. SAM (05-19-87) RE: GSD Liability Insurance; Collection System
  11. CSRMA (04-30-87) Minutes of the March 24, 1987 Meeting
  12. CSRMA (05-11-87) Agenda of Board of Directors Meeting of May 22, 1987
  13. Cabrillo Unified School Dist. (05-19-87) Notice of M.A.F.I.A. Member Meeting
  14. Tri-Tac (05-08-87) Minutes of April 10, 1987 Meeting
  15. CA Finance (05-01-87) Price and Population Data For Local Jurisdictions
  16. WRCB (04-24-87) Notice of Probable Date For Termination of Construction Grants
- Bedesem # 3 Heaslet clarified if some priority allocation is to be given up in Phase I, and converted to non-priority, then that requirement would be shifted into Phase II, so you are not getting rid of it because you changed from priority to non-priority, you have simply postponed it; and you can only get half of your priorities cut down to non-priority

- Copeland # 3 Heaslet clarified that Paragraph 1, second sentence only applies to the County, and that the meeting held on May 1, 1987 from which the letter was generated, was attended by members of both of the districts. What the County is saying is if a district is interested in converting some of the priorities over to non-priorities, it was the districts obligation, to initiate the procedure to the County.
- Copeland # 4 Heaslet clarified that SAM Staff is not currently working on the breakdown of the sewer priority capacities, that Mr. Guluzzy has been misinformed.
- Giddings # 6 Giddings recommended that since a Safety Committee already exists, that SAM staff should now set up a Safety Review Board to look at facts regarding accidents, the details of these accidents, recording any employee negligence, etc. Kuhn recommended that minutes of the Safety Review Board Meeting be kept. Bedesem added that minutes kept on tape recordings would be sufficient. Heaslet stated that this Review Board would be set up, and minutes of their meetings would be kept on file.
- Shapira #12 Shapira questioned what is SAM's position as far as the possibility of a Chlorine leakage and Liability coverage. Heaslet stated we do have 1 ton chlorine tanks on premise and trucks hauling it in and out constantly. Our insurance company has a pollution-exclusion clause in our coverage.

Bedesem moved, and it was seconded by Giddings, that the Consent Calander For Information be so adopted as presented. The motion was unanimously accepted.

PERSONNEL:

Heaslet presented a copy of the Certificate of Competence fulfilling requirements for certification as a Grade I Wastewater Treatment Plant Operator for employee Tim Brazil. Heaslet went on to state what a fine job employee Brazil has been doing.

ORAL COMMUNICATIONS: None.

MONTHLY REPORTS: Heaslet briefly identified and explained to the Board the FLOWS for April 1987. He identified the Self-Monitoring Report to the Regional Water Quality Control Board for April 1987 and stated that there were no violations, no mechanical problems, no operational problems, and no overflows. He also stated a letter to the CA Regional Water Quality Control Board regarding Lift Stations Maintained by SAM will be completed by the end of May 1987.

STAFF REPORTS:

- A. Copeland will be mailing out a Resolution for each of the Member Agencies to look over and approve with listed credits. Then when these agreements are mailed back with signatures, SAM will then act on these credits. Heaslet mentioned a mathematical error in the credit column for Montara Sanitary District, which made a difference of \$176.00 between Montara Sanitary District and Granada Sanitary District. A revised frontal sheet was given to Copeland with correction so noted.
- B. FY 86/87 Budget Discussion Continuance
  - a) Heaslet presented the Revised General Operating Budget & Revised Collection Systems Budget. He gave a brief summary on this report and noted that the total reduction to Operations Budget amounts to \$73,368 and total reduction to the Collection Systems Budget amounts to \$7,757. These reductions were made in accordance with prior Board discussion and recommendations. Heaslet went on to give a brief report to each Attachment the Revised Budget Report. Bedesem stated that Member Agencies need to take an in-depth look at the revised budgets before making further recommendations or accepting the Budgets. Heaslet requested that a decision be reached by the Board before July 1, 1987.
  - b) Heaslet presented the Comparison of Last Fiscal Years' Actual Costs vs. Budget as taken from Auditors Reports. He gave a brief description of this report and asked direction from the Board as to how they wanted to apply the monies that are left on account. Each Member Agency stated they would take the matter to their respective Boards for discussion. Bedesem made the recommendation that within each member agency, a final policy should be set as to how this matter will be handled, rather than having to make yearly decisions regarding balances left on account.
- C. Planning Review, Phase II, Plant Expansion

Heaslet explained that copies of reports to both the County and City were transmitted, so that they can have a chance to review them. We will then be contacting them to set up meetings to discuss how each one wants to handle coordination.

D. Flow Monitoring Program - CH2M Hill

- a. Giddings stated that a meeting between MSD, CH2M Hill, and John Raynor regarding J.D. Baker's questions on the CH2M Hill study will be held within the week, and an update of this meeting will be presented at our June 22, 1987 Board Meeting. Giddings expressed no objection to SAM staff attendance at the CH2M Hill meeting.

LITIGATION: None.

FINANCIAL REPORTS:

Heaslet stated that Financial Reports for the period ending April 30, 1987 indicated that SAM was still on budget, despite the heavy expenses incurred this fiscal year. Giddings questioned whether SAM has yet solicited for a company to do this year's Audit. Heaslet stated that as in the past, we will use the same Auditing firm for three years, then solicitation for competitive bids from other firms would go out, and a selection made therefrom. Main Hurdman has been auditing for SAM for the past two years, and Heaslet requested that the Board allow this same firm to do so again. The Board responded with no objection, but did request that an Audit Committee from the Board be selected to cover all financial details ----- including payroll. Kuhn requested that we place the Audit Committee SELECTION on the Agenda of the June 22, 1987 Board Meeting.

OTHER:

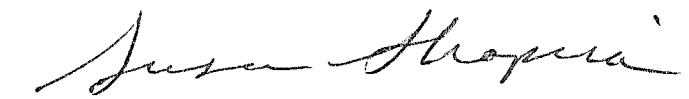
Copeland reported on current legislation, and made the following recommendation : That Board Members show support of the Bill with regard to the San Marcos Decision. Copeland went on to state that Quenton Kopp has introduced legislation that would impose Discharge Requirements on Public Agencies with regard to Propostion 65 - The Toxic Waste Initiative. Copeland added that in addition to Discharge Requirements, which at this time do not apply to Public Agencies, there are reporting requirements which do exist for public agencies and public officials as Board members, must report a potential Hazardous Waste Discharge that they are aware of. All Member Agencies' legal counselors should be made aware of this reporting requirement.

Giddings moved and it was seconded by Bedesem, that SAM staff write a letter to Senator Tom Lantos, to express our general support of his Bill against Hannagon AP 169.

ADJOURNMENT: The meeting was duly adjourned at 9:05 P.M.

Respectfully submitted,

  
Jeannette L. Tracy  
Recording Secretary

  
Susan Shapira  
SAM Secretary Pro-Tem