

MINUTES
Regular SAM Board Meeting
January 22, 1990

Chairman Briody called the meeting to order at 7:30 P.M. at the SAM Administration Building.

The Chair welcomed Mr. Larry Patterson, SAM's new Board Member. Mr. Patterson represents the City of Half Moon Bay.

Roll Call: Present: Schuetrum, Eriksen, Okonek, Wall
Briody, Patterson

Absent: None.

Alternate: None.

Staff Present: General Manager Heaslet, Superintendent Valladao, Accountant Salera, Recording Secretary Tracy, *Legal Counsel Copeland.* 2/26/9

CONSENT AGENDA:

Director Wall requested Item A (Approval of Minutes of December 26, 1990) and Item I, No. 3 (CSRMA Loss Control Bulletin No. 1, be held for discussion.)

Director Okonek held Items B, (Check Register) and Item G, (NPDES Self-Monitoring Report) and Item H (Personnel Achievements) for discussion.

Chairman Briody requested Item I (Routine Correspondance) No. 1, (1990 CWPCA State Conference - Abstract Acceptance Letter) be held for discussion.

The following Items on the Consent Agenda were motioned for approval as presented.

Item C Investment Report
Item D. Financial Report
Item E. Flows Report
Item F. Collection Systems Report
Item I. Routine Correspondance Nos. 2, 4, and 5
M/S/C - Eriksen/Schuetrum/The motion was unanimously approved.

Item A - Approval of Minutes of November 27, 1989

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A motion was made to approve the minutes of November 27, 1989 as corrected.

M/S/C - Okonek/Wall/Patterson abstained from vote. The motion was approved, 4 Yes, 0 No.

Item A - Approval of Minutes of December 26, 1989

It was requested in the minutes of December 26, 1989, Page 4, (Semi-Annual Claim Report) Paragraph 4, the third and fourth sentences be deleted. A motion was made to approve the minutes of December 26, 1989 as corrected.

M/S/C - Wall/Eriksen/Patterson abstained from vote. The motion was approved.

Item B - Approval of Check Register Nos. 52482 thru 52547 and Payroll

After discussion, a motion was made to approve the Check Register and Payroll in the amount of \$118,378.08.

M/S/C - Okonek/Eriksen/The motion was unanimously approved.

Item G - NPDES Self-Monitoring Report

Superintendent Valladao explained the chromium violation of 0.027 parts per million for December 1989. He stated that SAM's limit for chromium is .02 parts per million and that the detected chromium could be present in the water supply. The water supply limitation is .05 part per million. He stated the NPDES requirement is actually for hexavalent chromium which is a more toxic form of chromium, not total chromium. SAM has historically monitored for total chromium because it is a less expensive test, yet satisfies our NPDES monitoring requirement. Hexavalent chromium is rarely present unless it is contributed by an industrial discharger. SAM is not aware of any industry discharging chromium in the area. A motion was made to approve the NPDES Self-Monitoring Report for December 1989.

M/S/C - Okonek/Wall/The motion was unanimously approved.

2/26/90
*Director Schuetrum requested that a verbatim addition to the Minutes of November 27, 1989 be made, regarding the Financing Plans of the City of Half Moon Bay for Plant Expansion.

It was requested that the Minutes of November 27, 1989, Page 5, Paragraph 2, Line 11, (Cost of Compliance with AB 2588 Air Toxics Bill), the following be added, "Director Schuetrum requested the record show that htis cost, or \$2000, was a one-time only payment.

Request was made to change Page 6, Paragraph 1, Line 1, to better identify the SAM Treasurer as, "SAM Treasurer, Ted Eriksen".

Item H and I No. 1 - Personnel Achievements & CWPCA's
Abstract Acceptance Letter

The abstract written by SAM's Collection Supervisor, (Mr. Mark Center) has been accepted for presentation at the 1990 CWPCA State Conference and is entitled, "Toilet Blowouts". Manager Heaslet advised the Board that Mr. Center's attendance at the CWPCA convention was not only for his presentation, but to allow the exchange of information with the different professional groups participating. A motion was made to approve Items H and I, No. 1.
M/S/C - Schuetrum/Okonek/The motion was unanimously approved.

Item I, No 3 - Loss Control Bulletin No. 1

Director Wall extended congratulations to Manager Heaslet for seeing the toilet blowout problem and acting upon it. After discussion, a motion was made to approve Item I, No. 3.
M/S/C - Wall/Eriksen/The motion was unanimously approved.

The Chair thanked Accountant Salera for her efforts in putting together the graphs and charts presented in the monthly Financial Statements for December 1989.

PUBLIC COMMENT

Donald Sheardown, a homeowner on Pilarcitos Avenue in Half Moon Bay, requested that additional consideration be given to odor control in the upcoming plant expansion project. Mr. Sheardown explained that the odor from the plant is a real concern of his. The Chair recommended that SAM Staff look into this complaint, see how extensive the problem is, prepare a report on the odor problem and have this topic on next month's Board Meeting agenda.

OLD BUSINESS

A. AB 2588 Air Toxics Hot Spots Update

General Manager Heaslet explained that Task 1 was the initial effort to develop an Emissions Inventory Plan, which has been completed. SAM's share of cost is \$4,388. Task 2 consists of the source test data monitoring. The original cost estimate of this monitoring was approximately \$18,250 by Sequoia Labs. The cost is now estimated at about \$9,000 because the testing requirements have been reduced. A motion was made to have Staff obtain informal bids from qualified laboratories and provide this information to the SAM Board next month, with anticipation of the Board awarding a contract for Task 2. 2/26/90

M/S/C - Eriksen/Wall/The motion was unaimously approved.

B. Plant Expansion/Design/Finance

1. Plant Expansion Design Agreement and Task Order

General Manager Heaslet requested the Board's approval of the Plant Expansion Design Agreement and Task Order in concept. Staff advised they would make the final changes, as noted in the documents presented, and forward them to the three member agencies and their legal counsels requesting that they consider and approve the Preliminary Design Agreement and Task Order No. 1, by Resolution. These documents will then come before the SAM Board for final consideration at the SAM February 26, 1990 Board Meeting. A discussion ensued. A motion was made to approve the Plant Expansion Design Agreement and Task Order documents in concept, and have them forwarded to the three member agencies for their consideration and approval. 2/26/90

M/S/C - Okonek/Schuetrum/The motion was unanimously approved.

2. Financing of SAM Plant Expansion - Letter to HMB

The Board was advised the City would be responding within the next month.

NEW BUSINESS

A. Annual Overflow/Bypass Report - Through 1989

The continued use of the existing Vallemar Lift Station for the Vallemar residents was questioned. Superintendent Valladao advised that the control system was replaced at the station in 1986. He stated MSD's Engineer, Mr. Ed Nute, together with SAM, would need to determine the feasibility of performing other improvements to the station to make it reliable for continued use.

Manager Heaslet pointed out that the decision made in 1987 to go into an aggressive repair and maintenance program has paid off. Spills have been cut down to zero and the possibility of administrative fines have virtually been removed.

B. Change to Claim Handling Procedures

An amendment to the present Claim Handling Procedures was presented to the Board for approval. Manager Heaslet recommended approval of the amendment as written in his memorandum dated January 9, 1990, Page 1, and on Enclosures 1 and 2. After discussion, a motion was made to approve the claims handling policy change.

M/S/C - Wall/Patterson/The motion was unanimously approved.

C. Pooled Liability Program Renewal

Manager Heaslet recommended continuance of the CSRMA Insurance Program and requested Board approval of the payment of the \$37,492 premium for CSRMA Pooled Liability Insurance for 1990. He also recommended leaving in the program \$15,332 that would come back to SAM next year, if the pooled fund maximum is not increased, to be applied to the pre-catastrophic fund. After discussion, a motion was made to approve the premium payment of \$37,492, and to leave the deposit of \$15,332 for the pre-catastrophic fund with CSRMA in an interest bearing account.

M/S/C - Wall/Eriksen/The motion was unanimously approved.

D. New Mobile Equipment Insurance Program

Insurance is now available for the 1984 Ford F700 High Pressure Sewer Cleaner Truck and 1984 Trailer Mounted Sewer Rodder at a cost equal to 1% annual vehicle replacement value, with a \$5,000 deductible. General Manager Heaslet requested Board approval of acquiring this coverage immediately from First State Insurance Company through Fred S. James & Company for a total cost of \$950. After discussion, a motion was made to approve the expenditure of \$950 for insuring the two pieces of equipment for one year. M/S/C - Wall/Patterson/The motion was unanimously approved.

E. Errors & Omissions Insurance Renewal

SAM's Errors and Omissions Insurance Renewal Cost has been quoted at \$5,954.95 for \$1,000,000 basic coverage, with excess coverage to \$5,000,000. This coverage is per occurrence/aggragate and has a \$2,500 deductible. General Manager Heaslet requested Board confirmation of Staff's prior tentative approval to CSRMA for the continued coverage. A discussion ensued. A motion was made to accept Staff's action.

M/S/C-Schueturm/Wall/The motion was unanimously approved.

MANAGER'S REPORT

The Chair thanked Manager Heaslet for his "to-the-point" update stating it was very informative.

WRITTEN COMMUNICATIONS

None.

CLOSED SESSION

- a. Litigation - None.
- b. Personnel Matters - None.
- c. Labor Relations - None.

DIRECTOR'S REPORT

The Chair advised that the Evaluation Committee needed to set a date and time for their next meeting. At adjournment of this Board Meeting, Committee Members were requested to get together to set this time and date.

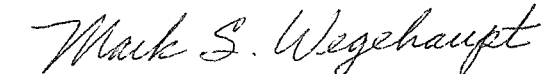
It was moved to adjourn the SAM Board of Directors Meeting. M/S/C- Okonek/Schuetrum/The motion was unanimously approved.

The meeting was duly adjourned at 9:12 P.M.

Respectfully,


Jeannette L. Tracy
Recording Secretary

Approved By:


SAM BOARD SECRETARY (Pro-Tem)