

MINUTES
SAM REGULAR BOARD MEETING
SEPTEMBER 24, 1990

Chairman Patterson called the meeting to order at 7:32 P.M. in the SAM Administration Building.

ROLL CALL: Present: Schuetrum, Okonek, Eriksen
 Briody, Patterson
 Absent: Wall
 Alternate: None.

STAFF PRESENT: Acting General Manager Valladao, Accountant Salera, Recording Secretary Tracy, Legal Counsel Copeland (arrived 8:20 P.M.)

CONSENT AGENDA

Director Okonek requested that Item A - Approval of Minutes of August 24, 1990 be held for discussion. Director Briody requested that Item B - Approval of Check Register be held for discussion.

The following items were motioned for approval as presented:

C. Financial Statement
D. Flow Report
E. NPDES Self-Monitoring Report
F. Personnel Achievements
M/S/C - Schuetrum/Eriksen/ The motion was unanimously approved.

ITEM A - Approval of Minutes of August 24, 1990

It was requested that Roll Call and Staff Present be added to the Minutes of August 24, 1990.

Director Okonek requested that the correction in the Minutes of August 27, 1990 (Page 1, Paragraph 5, Line 1, 2, & 3) be changed to reflect that Director Eriksen nominated Director Patterson as Chairman of the Board, and Director Okonek seconded the nomination. Director Eriksen acknowledged that he did make the motion. After discussion, it was decided that since the tapes for the July 1990 Board Meeting had been destroyed (following the August 1990 Board Meeting) and verification could not be made, Director Okonek and Director Eriksen's comments would be noted in the July 23, 1990 Minutes. In addition, the SAM Board requested that the tapes of SAM Board Meetings be kept on file for two months after each meeting.

It was requested that Page 1, Paragraph 6, Line 3 be changed to read, "Montara Sanitary District will be billed directly."

A motion was made to approve the Minutes of August 24, 1990 as corrected.

M/S/C - Briody/Eriksen/3 AYES; Okonek, ABSTAIN; Schuetrum, ABSTAIN.

ITEM B - Approval of Check Register Nos. 53147 thru 53203 and payroll for a total of \$115,171.36.

After discussion regarding Warrant No.53203 to Westinghouse Electric Corporation, a motion was made to approve the check register and payroll for a total amount of \$115,171.36.

M/S/C - Briody/Okonek/5 AYES - The motion was unanimously approved.

PUBLIC COMMENTS/ORAL COMMUNICATIONS

Donald Sheardown, resident of 400 Pilarcitos Avenue, Half Moon Bay, questioned the make up and experience of the Plant Expansion Preliminary Design Committee. Chairman Patterson and Acting General Manager Valladao explained that the design review committee consists of the individual member agency's engineers, each of whom are trained and experienced in sanitary engineering, as well as SAM's Plant Superintendent and General Manager. In addition, Director Briody and some of the other Directors have participated on the committee.

OLD BUSINESS

Preliminary Plant Expansion Update September 1990

The Preliminary Plant Expansion Report has been completed and will be presented to the three member agencies on September 26, 1990. The project cost, which includes costs for construction, engineering, and contingencies (which includes inflation), is estimated to be \$16,953.600. Director Briody noted that this figure did not include financing costs which could add another 30% to the project cost. The Expansion report will come before the SAM Board for consideration at the next (October) SAM Board Meeting, when the SAM Board will be discussing the status of funding for plant expansion.

NDWSCP Committee Update September 1990

Acting General Manager Valladao explained that the third Non Domestic Waste Source Control Program (NDWSCP) Committee meeting was held on September 10, 1990. A revised Ordinance will be reviewed at the next committee meeting. The committee will then discuss how to proceed with consideration of the ordinance.

Member Agency Use of SAM Facilities/Utilities

After SAM Board review and discussion of the report dated September 17, 1990, SAM staff was directed to (1) continue to research the construction costs and depreciation costs of the Portola Pump Station, (2) investigate the costs and requirements of separating the power costs for the City Maintenance activities on site, (3) investigate the costs and requirements of separating the power costs for the Montara Sanitary District Office and for the Vallemar Lift Station from the Montara Pump Station, (4) contact Ed Nute, MSD's Engineer, to insure that in the design of the new Vallemar Lift Station there is a complete separation of power usage costs from Montara Pump Station, (5) investigate the ownership of the furniture on site at the Portola Pump Station.

Fiscal 1989-90 Management Letter

The dates of the Management Letter and Analysis of Fiscal 1989-90 Audited Financial Reports were requested to be changed to September 19, 1990. SAM Staff was directed to investigate the statement on Page 11, Item 8., to correct the words, "insurance companies" to "insurance company", if appropriate. SAM staff was also directed to bring all fiscal reports and the billing from C.H. Uhlenberg back to the SAM Board for final approval at the next regular meeting.

Payment to Roto-Rooter For Stetson Street (MSD) Sewer Line Location

Acting General Manager Valladao advised that SAM assisted the MSD Engineer in locating a sewer line in conjunction with a County road paving project. In the future, billings received for non-emergency sewer line repair work will be sent directly to the appropriate member agency for payment. After discussion, a motion was made to have SAM Staff release check # 53132 for payment to Roto-Rooter and bill MSD for the full amount of \$180.
M/S/C - Briody/Eriksen/The motion was unanimously approved.

Hiring Of A Part-Time Lab Technician.

Acting General Manager Valladao recommended that the recruitment and hiring of a part-time lab technician commence upon the adoption of the NDWSCP ordinance.

Grease Trap Biological Treatment

Acting General Manager Valladao advised that SAM staff is currently looking into the process of biological liquefaction of grease trap waste, discussing the product with the manufacturers and consulting with other industrial waste inspectors in other cities. Director Okonek requested a copy of the information available.

Purchase of a Modem

SAM staff requested Board approval on the purchase of a modem for SAM's payroll processing, based on a savings to SAM of approximately \$17.00 per month. After discussion, a motion was made to authorize SAM Staff to purchase a modem for an amount not to exceed \$200.

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

Consideration of A SAM Position On Proposition 128

CASA Resolution 170 NS was presented to the SAM Board. After discussion, it was the consensus of the SAM Board not to take action on Proposition 128.

MANAGER'S REPORT/LOG

There were no questions raised by Board Members.

WRITTEN COMMUNICATIONS

- A. CASA Letter Commending Bill Heaslet
- B. Letter of Appreciation from Bill Heaslet to the SAM Board.

Noted.

DIRECTOR'S REPORTS

A motion was made to nominate Director Shuetrum as Secretary Pro-Tem in the absence of Director Wall.

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

CLOSED SESSION

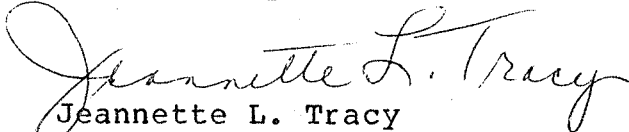
The Board went into Closed Session at 8:50 P.M. in accordance with Government Code 54956.9 to discuss a potential litigation matter and Section 54957, to discuss personnel matters.

The Board came out of Closed Session at 9:32 P.M. The Board reported no action taken regarding potential litigation. The Board took action to implement SAM Staff restructuring, on a nine-month trial basis, as recommended by the General Manager Replacement Committee.

A motion was made to adjourn the meeting at 9:40 P.M.

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

Respectfully,


Jeannette L. Tracy
Recording Secretary

Approved By:


SAM BOARD SECRETARY