

BAYSHORE SANITARY DISTRICT

MINUTES

Regular Meeting of March 25, 2010

Opening of Meeting:

The meeting was called to order by President Gallagher at 7:18 P.M.

Roll Call:

Present: Gallagher, Quinteros, Rizzi, Swanbeck
Absent: Tonna
Staff: Clerk Landi, District Counsel Bakker, Maintenance Director Landi and District Engineer Yeager

Oral and Written Communications:

- (1) Communications from members of the public
None
- (2) Communications from members of the District Board and Staff
None
- (3) Acknowledgment of recent correspondence to the District
Copies were provided to the Board in their monthly meeting packet. President Gallagher acknowledged receipt of the CASA Spring Conference booklet. The topics seem interesting; however, at this time no Director will attend. The Conference is being held on April 28-30 in Newport Beach, CA.

Consent Items: (Any member of the Board or the public can request that an item be removed from the consent agenda. If there are no objections all items are voted upon by one motion.)

- (4) Minutes of the Regular Meeting of February 25, 2010
- (5) Payment authorization for bills and compensation
- (6) Accept 2/28/10 monthly report on District's current financial status
- (7) Accept February, 2010 checking account statement reconciliation

A motion was made by Director Quinteros, seconded by Director Swanbeck and unanimously passed by voice vote to approve the Consent items which include payment by check numbers 4957-4972.

Board Reports – consideration of matters relating to:

- (8) President Gallagher
 - a. LAFCO: The February meeting was cancelled.
 - b. CSDA: The next meeting is in May. At that meeting there may be an election for a new Special District Commissioner.

(9) City of Daly City: Director Rizzi reported that students at the elementary schools are going to have a cleanup day throughout the neighborhood. He has volunteered to talk to the students about what not to dispose of in the sewer.

(10) City of Brisbane: President Gallagher attended a CAG meeting week. Chris Hart was elected the new Chairperson. At the CAG meeting there was brief discussion regarding a use permit application for a shuttle bus storage facility at 541 Tunnel Avenue.

Staff Reports:

(11) **Maintenance Director** -- consideration of matters relating to:

a. Monthly report on District operations and maintenance: The monthly report is self explanatory. Pump #4 was pulled and brought to Pump Repair Service for work on the shaft. This is the first time this pump has been pulled since installation. It should be back in operation shortly. Rehabbed #2 pump is pumping close to 1800 gpm which means that it operates for a shorter period because it operates more efficiently.

Met with a San Mateo County hazmat inspector. There were no significant findings or recommendations.

The control room roll-up door required some minor repair; the first since installation.

In a prior year budget funds were allocated for a spare impeller. We have secured a price of \$7,000. The Maintenance Director suggested that no spare be made at this time

(12) **District Engineer** – consideration of matters relating to:

a. Brisbane Landfill (Geosyntec): We are waiting for Geosyntec to provide a copy of their SFPUC permit.

b. Kinder Morgan: We have received their SFPUC permit and have prepared a new permit which will expire on February 6, 2015. The conditions are the same as the prior permit. A motion was made by Director Quinteros to approve issuing the permit. The motion was seconded by Director Swanbeck and passed by voice vote.

c. February meter reading data: The Engineer uses the information submitted by CSMS and makes a comparative analysis. What the table indicates is the impact of rebuilding #2 pump. The average pumping rate was 1500 gpm and is not almost 1800 gpm. This extra analysis of the flow data will help us to notice problems.

d. 26 Jacqueline Court: A letter from the property owner was forwarded to the District by Daly City. She is seeking relief on her sewer service charge billing due to a leak in her sprinkler system. The Engineer will advise the owner that we will take this into consideration when preparing the 2010-11 sewer service charge.

e. PG&E permits: PG&E will be applying for another groundwater discharge permit. It will not be discharging into the same location. PG&E is billed separately for the periodic discharge. In response to a question, the Board was advised that PG&E now has a fueling station for their natural gas operated trucks on Geneva Avenue.

(13) **District Counsel** – consideration of matters relating to:
No report

(14) **District Clerk** – consideration of matters relating to:

a. SB 90/State Mandated Cost Program, Brown Act Reform – update: The forms were completed, submitted and have been received by the State Controller’s Office. The State Controller has extended the filing date.

b. Authorization to initiate small claims court action re delinquent sewer service charges: The Clerk reported that one property is two years in arrears and two others have not paid any installment for FY 2009-10. The Clerk will research filing and process serving costs.

The Clerk advised the Board that the District computer was recently repaired. A system scan indicated a keyboard error. The operating system, all drivers and updates and software was reinstalled, the tower was cleaned and a new battery installed.

Old Business:

None

New Business:

(15) Reports on other matters; no action will be taken

Closed Session:

(17) Conference with Legal Counsel – existing litigation (Subdivision [a] of Section 54956.9)
Bayshore Sanitary District v. City & County of San Francisco, San Francisco
Public Utilities Commission: Case No. CGC 07-469434

The Closed Session began at 8:03 P.M. and ended at 8:36 P.M. No reportable action.

Adjournment:

A motion was made by Director Quinteros, seconded by Director Swanbeck and passed to adjourn the meeting at 8:37 P.M. The next meeting is April 22, 2010.