

PURISSIMA HILLS WATER DISTRICT

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS



DECEMBER 10, 2008

1. **CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE:** Vice President Solomon called the regular meeting to order at 6:30 p.m. in the District office.

Directors Present: Vice President Ernest Solomon, Directors Robert N. Anderson, Gary C. Waldeck, and Board member elect Brian Holtz.

Staff Present: Patrick D. Walter, General Manager; Patrick T. Miyaki, Attorney; Joubin Pakpour, Engineer; and Lucy E. Xavier, District Secretary.

The Pledge of Allegiance was recited.

2. **ADMINISTER OATHS OF OFFICE:** The District Secretary administered the oaths of office to Ernest Solomon and Brian Holtz.

3. **ELECTION OF BOARD OFFICERS FOR 2009:** It was moved by Director Anderson, seconded by Director Waldeck, that Director Solomon take the office of President. Motion carried unanimously—voice vote. It was then moved by Director Solomon, seconded by Director Holtz, that Director Waldeck take the office of Vice President. Motion carried unanimously—voice vote.

4. **COMMENTS FROM THE PUBLIC:** Public present were Daniel Seidel, former Board member, three candidates for the vacant position on the Board, and some members of the public. (See Item 9)

5. **CONSENT CALENDAR:** It was moved by Director Waldeck, seconded by Director Holtz, that Item A, approval of minutes of the regular meeting of November 12 2008, be removed from the Consent Calendar. Motion carried unanimously—voice vote. It was then moved by Director Holtz, seconded by Director Anderson, that the remaining items be approved. Motion carried unanimously—voice vote.

B. Approval and Ratification of November, 2008, Disbursements—\$332,993.50

C. Financial Reports: Income and Capital Improvement Plan
Revenues and Expenditures
Balance Sheet
Consumption and Billing
Investments

Approval of Minutes of the Regular Meeting of November 12, 2008 After discussion, it was moved by Director Anderson, seconded by Director Waldeck, that the minutes be approved as amended. Motion carried unanimously—voice vote.

6. **ADOPT RESOLUTIONS OF APPRECIATION:** The Board reviewed two resolutions of appreciation for outgoing Directors Daniel Seidel and Dick Jones. After discussion, it was moved by Director Anderson, seconded by Director Holtz, that Resolution of Appreciation

DECEMBER 10, 2008

2008-13 for Daniel F. Seidel, and Resolution of Appreciation 2008-14 for A. Richard Jones, attached hereto, be adopted. Motion carried—roll call vote.

Ayes: Directors Anderson, Holtz, Solomon, and Waldeck
Noes: None
Absent: None

7. **FILLING VACANCY ON BOARD—REVIEW APPLICATIONS AND PROCESS FOR APPOINTMENT:** The Attorney reviewed the process whereby the Board may appoint someone to fill the vacancy, allow the Santa Clara County Board of Supervisors to do so, or call for a special election. He noted that the Board had decided to make the appointment and that the District had published ads to that effect and had received six letters of interest.

The Attorney then reviewed the ways the Board might proceed with the process of selection. After discussion, Directors Solomon and Waldeck were appointed as an advisory committee to evaluate the information that had been submitted by the six applicants, to interview the applicants, and to make a recommendation to the Board.

8. **ENGINEER'S REPORT:**

A. **Deer Creek Pump Station Improvement Project** The Engineer reviewed his memo of December 4th, noting that JMB's progress had remained at 84% complete, due to pressure test problems and a Contractor related incident.

The Engineer reported that the Contractor over-pressurized the pipe because no operable pressure gauges were used during the pressure test. As a result of pressurizing the line at 350 psi instead of 175 psi for approximately 20 seconds, several gaskets on the new and existing piping, including a valve in the existing piping, failed. After replacing damaged gaskets and again attempting to pressure test, it was determined that the pressure drop was due to a defective spool connection on the exterior of the building—the only area that showed signs of leaking.

The Engineer noted that, during the installation of a new spool, the Contractor's backhoe hit the top door jamb of the pump station which dislodged a hydraulic fluid hose on the backhoe. The high pressure hose sprayed fluid inside the pump station and on and inside the exposed new pipe. The Contractor immediately cleaned the pipe and then obtained the services of Smith Emery Labs to test for contaminants. Smith Emery confirmed that contaminants were present in the pipe. Because of this, JMB agreed to replace, at their expense, the pipe that had been contaminated. The Engineer noted that this pipe will be tested again, as is routinely done when any new pipeline is installed in the District, with an added test for hydraulic fluids and metals. He then reviewed pictures of the project.

1. **First Amendment to Contract Between JMB Construction and District**
The Attorney noted that, although the Contractor would be installing new piping, a *First Amendment to Contract* had been issued by the District which holds JMB responsible for the cleanup of all hydraulic fluid that sprayed inside the pump station. JMB is also responsible for the sampling and testing procedures to ensure that the water pipes are suitable for use in the District's water distribution system.

After discussion, it was moved by Director Anderson, seconded by Director Waldeck, that the *First Amendment to Contract* be approved. Motion carried unanimously—voice vote.

DECEMBER 10, 2008

B. Emergency Intertie Project (with City of Palo Alto and California Water Service Company): The Engineer reviewed his memo of December 10th—Project Summary and Recommendation of Acceptance—and reported on the following:

Palo Alto Portion of Project: The Engineer reported that Palo Alto's temporary water shutdown of the Stanford Medical Center on Saturday, November 15, had been successful. This required shutdown occurred in order to install a tee with a gate valve to tie in Palo Alto's 14-inch main to the District's 18-inch main. He noted that the intertie would be tested the following week.

Cal Water Portion of Project: The Engineer reported that testing for the Cal Water intertie on November 18th and 19th was very successful—the District was able to receive approximately 1,000 gallons per minute from Cal Water through this intertie.

1. Resolution 2008-15—Accept Project as Complete The Engineer noted that the Project was deemed substantially complete on November 25th and recommended acceptance of the project. After discussion, it was moved by Director Anderson, seconded by Director Waldeck, that Resolution 2008-15, attached hereto, accepting as complete the construction of the emergency interconnection project and authorizing the recordation of a Notice of Completion, contingent upon the successful testing of the Palo Alto intertie, be adopted. Motion carried—roll call vote.

Ayes: Directors Anderson, Holtz, Solomon, and Waldeck
Noes: None
Absent: None

9. COMMENTS FROM THE PUBLIC: Mr. and Mrs. Dayan (Via Ventana Way) were present to request that the Board have District personnel investigate the problem of their intermittent low pressure. They had been told there were leaks on their property, which had been repaired, but the low pressure problems continue. After discussion, the Board directed the Manager to have District personnel help the Dayans determine the cause of the low pressure and to report back at the next meeting.

10. WATER SUPPLY ALTERNATIVES:

A. Potential Purchase of Additional Water from the Santa Clara Valley Water District (SCVWD) The Manager reported that a meeting had been scheduled for that day with Amy Fowler to discuss the reimbursement agreement for legal services. However, Ms. Fowler had called to cancel the meeting until after January 1st.

B. Quarry Hills Lake Water Quality The Engineer reported that comments from former Board member Dan Seidel had been given to the consultant. The Manager then suggested a meeting of the District's Quarry Hills Lake Water Quality Advisory Committee to discuss the next steps which should be taken after the final report has been received from the consultant.

After discussion, Director Holtz was appointed to take the place of former Board member Dick Jones to serve with Director Solomon on this committee. The Attorney also reminded the Board that all comments should be given to the Manager by the end of the week for incorporation into the final report.

C. Water Reuse Project The Engineer reported that he and the Manager had met with personnel from the Palo Alto Golf and Country Club regarding the second phase of Palo Alto's Water Reuse Project. The first phase of the project will bring recycled water to the Shoreline Business Park area on the east side of Highway 101. The second phase is designed to bring water to the west side of Highway 101 up to the Stanford Business Park. The Engineer noted, however, that the project is in the very preliminary design stages and funding has not yet been secured. He said that this project could potentially be good for the District in that private Palo Alto wells might be available for District use once those customers start receiving recycled water and that he would keep the Board apprised as the project moves forward.

11. MANAGER'S REPORT / COMMUNICATIONS ITEMS:

A. Field Report The Manager reported the following:

- A 1½-inch service and 2-inch backflow were installed on Natoma Road.
- Annual backflow testing was continuing.
- Neary tank #2 and Hungry Horse tank have been taken offline for the winter.
- District personnel inspected the Deer Creek Pump Station Improvement Project.
- District trucks had been smog checked.

B. Customer Communications The Manager noted that a letter to the Board had been received from Mrs. Io on La Paloma Road. Mrs. Io's plumber had repaired a leak on her property after hours, which resulted in extremely dirty water. In the course of trying to resolve the dirty water issue, a lack of communication occurred among Mrs. Io, Mr. Io, the District on-call person, and the District's answering service. Mrs. Io, out of frustration, accused the answering service of not helping her in a timely manner and demanded of the District that the service be fired.

After discussion, the Board directed that the Manager answer Mrs. Io's letter on behalf of the Board apologizing for any part the District had in the communication mishap.

C. Antenna Tower at the La Cresta Tank Site The Manager noted that the contractor had installed part of the antenna tower. He said that a bracket now needed to be fabricated which will attach to the tank to support the tower.

12. DIRECTORS' REPORT:

A. Administer Oaths of Office—Bay Area Water Supply and Conservation Agency and San Francisco Bay Area Regional Water System Financing Authority The District Secretary administered the Oaths of Office to Director Anderson, who will be a director on the Board of both agencies.

B. Bay Area Water Supply and Conservation Agency (BAWSCA) Issues Director Anderson reported on BAWSCA issues.

C. Report on ACWA/JPIA Meeting Director Solomon reported on the meeting he had attended of the Association of California Water Agencies/Joint Powers Insurance Authority on December 1st and 2nd in Long Beach.

DECEMBER 10, 2008

D. Agenda Item Requests The Board identified agenda items for the January 14, 2009, meeting.

13. **ADJOURNMENT**: The meeting was adjourned at 8:30 p.m. to reconvene at the next regular meeting on January 14, 2009, at 6:30 p.m., at the District's office.

Respectfully submitted

Lucy E. Xavier

Lucy E. Xavier, District Secretary

Approved: *Ernest Solomon*
Ernest Solomon, President