

**MINUTES OF THE REGULAR MEETING  
OF THE  
BOARD OF DIRECTORS**

**Thursday, October 12, 2006**

The meeting was called to order at 7:30 p.m.

**1. ROLL CALL:**

Directors Present:

Janet Medina  
Robert Craig  
Thomas Chambers  
Robert Webster  
Perry Bautista

Directors Absent: None

Staff Present:

General Manager, Darryl Barrow  
Attorney, Michael Conneran

Visitors Present: None

**2. PLEDGE OF ALLEGIANCE:** Led by President Webster.

**3. CONSENT CALENDAR:**

Director Chambers moved to approve the consent calendar, seconded by Director Craig.

The motion was carried unanimously.

**4. PUBLIC COMMENT:** None

**5. BUSINESS (OLD):** None

**6. BUSINESS (NEW):**

- A. Review/Approve Agreement for Sewage Disposal Between The City and County of San Francisco, The Westborough Water District and The North San Mateo County Sanitation District.**

General Manager Barrow stated that the agreement included the City and County of San Francisco to pay for 30 percent of the cost of the repairs to the sewer line that was jointly used by the District and them.

Director Craig moved to approve the Agreement for Sewage Disposal Between the City and County of San Francisco, the Westborough Water District and the North San Mateo County Sanitation District, seconded by Director Medina.

The motion was carried unanimously.

**7. WRITTEN COMMUNICATION:**

**A. Letter Dated September 20, 2006, from ACWA/JPIA Regarding Liability, Property, and Workers' Compensation Programs Risk Assessment.**

General Manager Barrow reported that John Haaf, ACWA/JPIA Risk Consultant stated that the District's facilities, low incident of liability and property loss, and record keeping were in excellent condition. Mr. Barrow pointed out that the District had completed all of Mr. Haaf suggestions and there was no need to purchase a small crane. Mr. Barrow indicated that the District has a small crane on one of the District trucks and on the Vac-Con.

**8. ATTORNEY'S REPORT: None**

**9. GENERAL MANAGER'S REPORT:**

**A. Report on the Intertie Between The North Coast County Water District and The Westborough Water District.**

General Manager Barrow reported that the District had budgeted \$75,000 for the intertie and to date the District had spent \$127,000. Some of items that were not considered during the budgeting were the contaminated soil, cost of the meter boxes, and fencing.

**B. Report on Replacement of Emergency Generators for the Westborough and Rowntree Sewer Pump Stations.**

General Manager Barrow reported that he was working on getting a proposal from Telstar to prepare bid documents and specifications to go out to bid. Mr. Barrow stated that Telstar tested the power load of the pumps in order to know what size generators will be needed.

**C. Status Report on Survey for Online Payments.**

General Manager Barrow reported that the District had received only 18 yes responses to the online payment survey.

**10. ITEMS FROM BOARD OF DIRECTORS:**

**A. Report on Reservations for ACWA Conference.**

President Webster wanted to thank Patricia Mairena, Office Supervisor for her hard work on obtaining reservations for the conference.

**11. CLOSED SESSION:** None.

**12. ADJOURNMENT:**

Director Bautista moved to adjourn, seconded by Director Chambers.

The motion was carried unanimously.

Time 8:05 p.m.

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Secretary

\_\_\_\_\_  
President

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Date