

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

Thursday, December 11, 2008

The meeting was called to order at 6:09 p.m.

1. ROLL CALL:

Directors Present:

Janet Medina
Perry Bautista
Thomas Chambers
Robert Craig

Directors Absent: None.

Staff Present:

General Manager, Darryl Barrow
Attorney, Michael Conneran
Luz Noto
Michael Patolo

Visitors Present:

Sergio Medina
Sue Craig
Veronica Lopez
Jackie Bautista

President Medina declared recess at 6:09 p.m.

Reconvened at 7:27 p.m.

2. PLEDGE OF ALLEGIANCE: Led by Director Bautista.

3. OATH OF OFFICE FOR DIRECTOR: William Lopez

General Manager Barrow administered oath office for Director William Lopez.

4. ELECTION OF OFFICERS: President and Vice President

President Medina declared the office for President vacant.

Director Bautista moved to nominate Director Craig for President, seconded by Director

Chambers.

The motion was carried unanimously.

President Craig declared the office for Vice President vacant.

Director Bautista moved to nominate Director Chambers for Vice President, seconded by Director Medina.

The motion was carried unanimously.

5. PRESENTATION BY DIRECTOR CRAIG:

President Craig presented Director Medina with a plaque for her work and dedication as President of the Board of Directors.

6. CONSENT CALENDAR:

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

The motion was carried unanimously.

7. PUBLIC COMMENT: None.

8. BUSINESS (OLD): None.

9. BUSINESS (NEW)

A. Review/Approve Claim from Kamel Totah, 2770 Tipperary Avenue Regarding Damage to Driveway.

General Manager Barrow stated that in order for the ACWA/JPIA to process the claim from Kamel Totah, the District must deny the claim.

Director Chambers moved to deny the claim from Kamel Totah, seconded by Director Medina.

The motion was carried unanimously.

B. Review/Approve Job Description for On-Call Worker.

General Manager Barrow reported that he had revised the job description for the On-Call

position to include additional job duties and certification requirement. Mr. Barrow passed out a salary survey for other water districts for the On-Call position.

Director Chambers moved to approve the revised Job Description for the On-Call position, seconded by Director Medina.

The motion was carried unanimously.

C. Resolution No. 545 Authorizing Execution of An Amendment to Ground Lease with New Cingular Wireless PCS, LLC at Skyline Tank Site.

General Manager Barrow stated that he had negotiated a new lease with New Cingular Wireless that included an initial five year extension with three additional five-year options and the rental amount continuing to increase each year with a 3% minimum escalation.

Director Chambers moved to approve Resolution No. 545 Authorizing Execution of An Amendment to the Ground Lease with New Cingular Wireless PCS, LLC at Skyline Tank Site, seconded by Director Medina.

Roll Call

Director Bautista	Aye	Director Medina	Aye
Director Chambers	Aye	Director Lopez	Aye
Director Craig	Aye		

7. **WRITTEN COMMUNICATION:** None.

8. **ATTORNEY'S REPORT:**

A. Report on Jury Verdict on Claim.

Attorney Conneran reported on a news account of a jury verdict concerning a property damage claim.

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

A. Report on Westborough/Rowntree Standby Power Generator Project.

General Manager Barrow reported that the City of South San Francisco had approved the Westborough and Rowntree Standby Power Generator Project. Mr. Barrow stated that he planned to have a proposal ready by the January board meeting for the generator project.

B. SFPUC Agreement.

General Manager Barrow suggested that the Board appoint a committee to meet with the BAWSCA agency to discuss the SFPUC Agreement.

President Craig appointed Directors Bautista and Chambers to the committee to discuss the SFPUC agreement with BAWSCA. President Craig appointed himself as an alternate to the committee.

C. Report on Low Chlorine Residual.

General Manager Barrow reported that the District had experienced low chlorine residual in the system. Mr. Barrow stated that low chlorine residual may have been attributable to not pumping to the Christen Hill Tank that caused stagnant water. Mr. Barrow stated that he had drained two of the three water tanks and flushed fire hydrants throughout the system. Mr. Barrow reported that with the measures taken the chlorine residual had returned to normal.

D. Report on Water Usage

General Manager Barrow stated that over the past two billing periods the District had consumed between five and ten percent more water compared to the previous year.

E. General Manager Report on Progress for Completing Bachelor of Science Degree.

General Manager Barrow stated that he was happy to report that he had finished school and obtained his Bachelor of Science degree in Management.

10. ITEMS FROM BOARD OF DIRECTORS:

A. Report on 2008 ACWA/JPIA Fall Conference.

Director Medina reported on the 2008 ACWA/JPIA Fall Conference she attended. Director Medina handed out a report on the meetings she attended.

11. CLOSED SESSION: None.

12. ADJOURNMENT:

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Director Bautista moved to adjourn, seconded by Director Medina.

The motion was carried unanimously.

Time 8:17 p.m.

Secretary

President

Date