MINUTES OF THE REGULAR MEETING
OF THE
BOARD Of DIRECTORS

Thursday, April 8, 2010

The meeting was called to order at 7:32 p.m.

1. ROLL CALL:

Directors Present:
Janet Medina
Perry Bautista
Thomas Chambers
Robert Craig
William Lopez

Directors Absent: None

Staff Present:
General Manager, Darryl Barrow
Attorney, Michael Conneran

Visitors Present: Cynthia Royer

2. PLEDGE OF ALLEGIANCE: Led by President Medina.

3. CONSENT CALENDAR:

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

The motion was carried unanimously.

4. PUBLIC COMMENT: None

5. BUSINESS (OLD): None

6. BUSINESS (NEW)

A. Public Hearing: Review/Approve Sanitary Sewer Management Plan.

General Manager Barrow stated that he had hired Cynthia Royer to complete the District Sanitary Sewer Management Plan. Mr. Barrow stated that Ms. Royer had completed the Sanitary Sewer Management Plan for the City of Daly City.

Cynthia Royer reviewed the Sanitary Sewer Management Plan with the Board and answered questions.

Director Craig moved to approve Ordinance No.60, Sanitary Sewer Management Plan, seconded by Director Bautista.

Roll Call	
Medina	Aye
Bautista	Aye
Chambers	Aye
Craig	Aye
Lopez	Aye

The motion was carried unanimously.

B. Review/Approve Policy for Handling Deposits and Transferring Service for Accounts of Deceased Customers.

General Manager Barrow recommended a written policy whereas the District requires all customers to complete an application for water service and waive the $150 deposit for married couples in the event the spouse is deceased or they become divorced.

Director Craig moved to approve the General Manager's recommendation on the Policy for Handling Deposits and Transferring Service for Account of Deceased Customer and to include domestic partners, seconded by Director Bautista.

The motion was carried unanimously.

C. Review/Approve Notice and Request to Modify Compensation Schedule for Collection of Sewer Service Charges.

General Manager Barrow reported that San Mateo County requires the District to approve an agreement for the collection of sewer service charges on the property tax bill.

Director Craig move to approve a resolution, Notice and Request to Modify Compensation Schedule for Collection of Sewer Service Charges, seconded by Director Medina.

Roll Call

Medina	Aye
Bautista	Aye
Chambers	Aye
Craig	Aye
Lopez	Aye

The motion was carried unanimously.

7. WRITTEN COMMUNICATION: None.

8. ATTORNEY'S REPORT: None.

9. GENERAL MANAGER'S REPORT:

A. Report on Installation of Generator Transfer Switch at Westborough and Skyline Pump Station.

General Manager Barrow stated that the transfer switch at the Skyline Pump Station had been installed and the work was completed. Mr. Barrow stated that the transfer switch at the Westborough Water Pump Station had been installed but the contractor had to schedule the electrical connection shutdown of the transformer with PG&E to tie in the electrical lines.

B. Report on Replacement of Pump No. 2 at Westborough Water Pump Station.

General Manager Barrow reported that Pump Repair Service had replaced pump no.2 at the main water pump station. Mr. Barrow stated that staff had performed efficiency test to check the accuracy of the pump and the results were good.

10. ITEMS FROM BOARD OF DIRECTORS:

11. CLOSED SESSION:

12. ADJOURNMENT:

Director Bautista moved to adjourn, seconded by Director Medina.

The motion was carried unanimously.

Time 8:15 p.m.

_____	_____
Secretary	President
	_____
	Date