

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**Friday, September 7, 2012**

- 1) **ROLL CALL:** Vice-President Glenn Reynolds called the special meeting to order at 4:01 p.m. Present at roll call: Directors Ken Coverdell, Bryan Hannegan and Bob Feldman. President Mickelsen was absent.

Also present were: David Dickson, General Manager; Joe Guistino, Superintendent of Operations; Cathleen Brennan, Water Resources Analyst; JoAnne Whelen, Administrative Assistant/Recording Secretary; and Gina Brazil, Office Manager.

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENTS** - There were no public comments.

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending August 31, 2012:  
Claims: \$1,180,441.65; Payroll: \$110,589.04 for a total of \$1,291,030.69
- B. Acceptance of Financial Reports
- C. Installed Water Connection Capacity and Water Meters Report and Non-Priority Lottery Recipients Status Update Report
- D. Total CCWD Production Report
- E. CCWD Monthly Sales by Category Report
- F. August 2012 Leak Report
- G. Rainfall Reports
- H. San Francisco Public Utilities Commission - Hydrological Report for August 2012

Director Feldman reported that he had reviewed the monthly financial claims and found all to be in order.

**ON MOTION BY Director Feldman, and seconded by Director Coverdell, the Board voted as follows, by roll call vote, to accept and approve the Consent Calendar in its entirety:**

<b>Director Coverdell</b>	<b>Aye</b>
<b>Vice-President Reynolds</b>	<b>Aye</b>
<b>Director Hannegan</b>	<b>Aye</b>
<b>Director Feldman</b>	<b>Aye</b>
<b>President Mickelsen</b>	<b>Absent</b>

**5) MEETINGS ATTENDED / DIRECTOR COMMENTS**

Director Coverdell reported on a recent meeting he had attended regarding storm water management that was organized by the County of San Mateo.

Vice-President Reynolds informed the Board that he had attended a conference recently in Orange County and shared information he had learned about polyethylene pipe.

**6) GENERAL BUSINESS**

Mr. Dickson thanked the Board for being available for this Special Board meeting so that important District business would not have to be delayed until the October Board of Directors meeting. He also advised that this meeting agenda was purposely kept to a minimum, with some of the routine monthly reports being deferred to the October 9, 2012 Board meeting.

**A. Award of Contract - Railroad Avenue Pipeline Replacement Project**

Mr. Guistino described the location of this project and the current condition of the pipeline, noting the frequent and difficult repairs to this old cast iron pipe that have occurred over the years. He explained the scope of the project and reported that the lowest bid submitted was from local contractors, Stoloski & Gonzalez, Inc. to replace the 870 feet of pipeline on Railroad Avenue at a cost of \$122,440.00. He also answered a few questions from the Board.

**ON MOTION BY Director Coverdell, and seconded by Director Feldman, the Board voted as follows, by roll call vote, to authorize Staff to enter into a contractual agreement with Stoloski and Gonzalez, Inc. to replace approximately 870 feet of 4 inch and 6 inch pipe on Railroad Avenue in Half Moon Bay at a cost of \$122,440.00:**

<b>Director Coverdell</b>	<b>Aye</b>
<b>Vice-President Reynolds</b>	<b>Aye</b>
<b>Director Hannegan</b>	<b>Aye</b>
<b>Director Feldman</b>	<b>Aye</b>
<b>President Mickelsen</b>	<b>Absent</b>

**B. Award of Contract - Phase 1 Avenue Cabrillo Pipeline Replacement Project**

Mr. Guistino advised that this project has been part of the District's Capital Improvement Program for many years and that the District is now at the point where there are so many repairs on the pipeline, that it has become a priority for replacement. He explained that District Engineer, Jim Teter, has designed the project in phases and that this first phase replaces the 2-inch galvanized main on The Alameda, Columbus and Malaga between Avenue Cabrillo and Santiago, and looping Columbus and Malaga on both ends. He also advised that the project included the installation of three new fire hydrants and a replacement of one old one. He reported that Stoloski & Gonzalez Inc., submitted the lowest bid at \$415,900.00, which was also below the Engineer's Estimate of \$550,000. Mr. Dickson added that the District had completed all California Environmental Quality Act (CEQA) documents and had obtained Coastal Development Permits for all three phases of the project.

Directors Feldman and Hannegan requested that in the future, Staff include a map or project outline or overview when projects of this nature are submitted for the Board's approval.

**ON MOTION BY Director Hannegan, and seconded by Director Feldman, the Board voted as follows, by roll call vote, to authorize Staff to enter into a contractual agreement with Stoloski and Gonzalez, Inc. to replace approximately 2,640 linear feet of 2 and 6 inch diameter water pipeline and 4 fire hydrants, in addition to replacement of 26 existing water service connections, at a cost of \$415,900:**

Director Coverdell	Aye
Vice-President Reynolds	Aye
Director Hannegan	Aye
Director Feldman	Aye
President Mickelsen	Absent

**C. Approval of Purchase of New Dump Truck**

Mr. Guistino reviewed the background of this item, reporting on the age and condition of the vehicle. He also advised that it will require approximately \$30,000.00 to retrofit and repair the vehicle in order to make it compliant with new diesel vehicle standards. Mr. Guistino indicated that this item has been included in the Capital Improvement Program budget for a number of years and with the new air quality regulations, did not feel that it could be postponed any longer. He briefly reviewed some of the vehicle specifications and answered a few questions from the Board.

**ON MOTION BY Vice-President Reynolds, and seconded by Director Feldman, the Board voted as follows, by roll call vote, to initiate purchase of a 2013 7500 SBA 6x4 International Dump Truck from Peterson Trucks Inc., at a cost of \$125,555.00:**

Director Coverdell	Aye
Vice-President Reynolds	Aye
Director Hannegan	Aye
Director Feldman	Aye
President Mickelsen	Absent

**D. Cancellation of the September 11, 2012 Regular CCWD Board of Directors Meeting**

Mr. Dickson stated that the District's Legal Counsel, Patrick Miyaki, had recommended that this item be placed on the agenda in order to obtain the Board's action to cancel the Regular September CCWD Board of Directors meeting. He also advised that Staff will issue and post a notice of cancellation of the meeting.

**ON MOTION BY Director Coverdell, and seconded by Director Hannegan, the Board voted as follows, by roll call vote, to cancel the September 11, 2012 regular CCWD Board of Directors meeting in honor of the people who had died on September 11th :**

<b>Director Coverdell</b>	<b>Aye</b>
<b>Vice-President Reynolds</b>	<b>Aye</b>
<b>Director Hannegan</b>	<b>Aye</b>
<b>Director Feldman</b>	<b>Aye</b>
<b>President Mickelsen</b>	<b>Absent</b>

**7) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS**

Director Coverdell requested that the Board support him in placing the matter of emergency inter-tie connection with the Montara Water & Sanitary District (MWSD) on a future CCWD Board meeting agenda. He reminded the Board that an agreement is in place that has been signed by the Board of Directors from both agencies. He suggested that the General Manager and staff from CCWD schedule a meeting with the General Manager and staff from MWSD in order to discuss the prospective project, including determining a reasonable physical location to make a connection, engineering requirements and a legal analysis. Director Coverdell stated that he was looking forward to working with Director Feldman, as a fellow member of the Montara Water & Sanitary District Mutual Interest Committee, on accomplishing this emergency inter-tie connection.

Mr. Dickson indicated that this is a good topic to agendaize and that staff would consider the associated issues and investigate and create a framework for discussion. He also noted that he had been in contact with MWSD's General Manager recently and they had agreed that the best way to proceed would be to convene a meeting of the mutual interest committee members.

Director Feldman requested that the issue of drought planning be placed on a future Board meeting agenda for discussion.

Vice-President Reynolds requested that the Board revisit the designated list of authorized organizations and meetings the Board is authorized to attend, by placing the matter on a future Board meeting agenda.

**ON MOTION BY Director Hannegan, and seconded by Director Feldman, the Board voted as follows, by roll call vote, to adjourn the September 7, 2012 Special Meeting of the Coastside County Water District Board of Directors:**

<b>Director Coverdell</b>	<b>Aye</b>
<b>Vice-President Reynolds</b>	<b>Aye</b>
<b>Director Hannegan</b>	<b>Aye</b>
<b>Director Feldman</b>	<b>Aye</b>
<b>President Mickelsen</b>	<b>Absent</b>

The meeting was adjourned at 4:43 p.m. The next meeting of the Coastside County Water District's Board of Directors will be on Tuesday, October 9, 2012.

Respectfully submitted,

---

David R. Dickson, General Manager

---

Chris R. Mickelsen, President  
Board of Directors