

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

**Thursday, December 8, 2016**

The meeting was called to order at 6:00 p.m.

**1. ROLL CALL:**

Directors Present:

Janet Medina  
Thomas Chambers  
Perry Bautista  
David Irwin  
William Lopez

Directors Absent: None.

Staff Present:

General Manager, Darryl Barrow  
Assistant General Manager, Patricia Mairena  
Attorney, Michael Conneran  
Johnny Kennedy  
Carlos Arias  
Jennifer Lange

Visitors Present:

Sergio Medina  
Jackie Bautista

Vice President Lopez declared recess at 6:01 p.m.

Reconvened at 7:27 p.m.

**2. PLEDGE OF ALLEGIANCE:** Led by Director Bautista.

**3. ELECTION OF OFFICE**

President Irwin declared the offices for President and Vice President vacant.

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

With no other nominations, the motion was carried 4 to 0 with Director Lopez abstaining.

President Lopez opened the floor for nominations for Vice President.

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

With no other nominations, the motion was carried unanimously.

**4. AWARD PRESENTATION:**

President Lopez presented Director Irwin with a plaque for his work and dedication as President of the Board of Directors.

General Manager Barrow presented Field Maintenance Worker, Carlos Arias, with a Safety Award certificate from AWCA/JPIA.

**5. CONSENT CALENDAR:**

Director Irwin moved to approve the consent calendar with corrections to the minutes, seconded by Director Bautista.

The motion was carried unanimously.

**6. PUBLIC COMMENT:** None

**7. BUSINESS (OLD):**

**A. Consideration to Take Further Action to have Customer at 2249 Archdale Court Repair or Replace Their Sanitary Sewer Lateral Due to Public Safety.**

General Manager Barrow reported on the letters that Attorney Conneran and the City of South San Francisco had sent to the customer. No further action was taken.

**8. BUSINESS (NEW)**

**A. Consideration to Approve Field Maintenance Worker to Take Home District Vehicle.**

General Manager Barrow recommended that the Board approve the Field Maintenance Worker take home a district vehicle to help improve emergency response time and be better equipped to start working on repairs by having a service vehicle. Mr. Barrow stated that there would be no increase in insurance cost.

Director Medina moved to authorize Field Maintenance Worker to take home District vehicle, seconded by Director Bautista.

The motion was carried unanimously.

**B. Review/Approve Proposal for New Chopper Pumps at Rowntree and Westborough Sewer Lift Station.**

General Manager Barrow reported that the District's 2016/2017 Capital Improvement Plan included replacing pumps at both the Rowntree and Westborough Sewer Lift Stations with chopper pumps.

Director Chambers moved to replace one pump at the Rowntree Sewer Lift Station and two pumps at the Westborough Sewer Lift Station not to exceed \$81,000, seconded by Director Medina.

The motion was carried unanimously.

**C. Consideration to Approve Comment Letter on 2016 Bay Delta Plan Amendment and Substitute Environmental Document.**

Director Chambers moved to authorize General Manager to sign the comment letter on 2016 Bay Delta Plan Amendment and Substitute Environmental Document, seconded by Director Irwin.

The motion was carried unanimously.

**9. WRITTEN COMMUNICATIONS:** None.

**10. ATTORNEY'S REPORT:**

Attorney Conneran reported that there were two Attorneys promoted within Hanson Bridgett.

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

**A. Report on District's Water Conservation for November 2016.**

General Manager Barrow stated that the District was not under mandatory water restriction and not subject to any penalties. The District had exceeded 8% conservation for the month of November 2016.

**B. Report on Main Break on Liberty Court.**

General Manager Barrow stated that staff and he repaired a water service leak on Liberty Court and passed around photos.

**C. Report on Taste and Odor Complaints.**

General Manager Barrow reported that the District had received numerous taste and odor complaints due to algae from the San Francisco Water system and that the water was safe to drink.

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

**A. Report on BAWSCA Meeting on November 17, 2016.**

Director Chambers reported on the BAWSCA meeting he attended on November 17, 2016.

**B. Report on ACWA/JPIA Fall Conference.**

Director Lopez and Assistant General Manager Mairena reported on the ACWA/JPIA Fall Conference they attended.

**13. CLOSED SESSION:** None.

**14. ADJOURNMENT:**

Director Bautista moved to adjourn, seconded by Director Irwin.

The motion was carried unanimously.

Time 8:33 p.m.

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Thursday, December 8, 2016

*Darryl A. Barrow*

*William O. Lopez*

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Secretary

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President

01/12/17

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Date