

MINUTES

The regular meeting of the Pajaro/Sunny Mesa Community Services District Board of Directors was called to order at 6:33 p.m. on July 17, 2014.

ROLL CALL:

President Stephen Snodgrass
Vice President Harry Wiggins @ 6:35 p.m.
Secretary Paul Miller
Assistant Secretary Michael Moore

ADMINISTRATIVE STAFF:

General Manager Don Rosa
Recorder Monica Nunez

ABSENT DIRECTOR(S) & STAFF:

Treasurer David Delfino

CLOSED SESSION: None

ADDITION(S) TO AGENDA: None

PUBLIC IN ATTENDANCE: None

PUBLIC COMMENTS: None

SCHEDULED ITEMS: None

CONSENT ITEMS:

1. Consider and approve draft minutes of June 18, 2014 regular board meeting.

Motion to approve draft minutes of June 18, 2014 regular board meeting with corrections as final was made by Director Moore, seconded by Director Snodgrass. Motion carried unanimously.

Roll Call Vote: Ayes: P. Miller; M. Moore; S. Snodgrass; H. Wiggins
Noes: None
Absent: D. Delfino
Abstain: None

2. Copy of financial reports for June, 2014.

Motion to approve Financial Reports for June 2014 was made by Director Wiggins, seconded by Director Miller. Motion carried unanimously.

Roll Call Vote: Ayes: P. Miller; M. Moore; S. Snodgrass; H. Wiggins
Noes: None
Absent: D. Delfino
Abstain: None

3. General Manager's Report – Status Sheet

- Normco Water System Treatment Facility – Project has begun – currently working outside of building on underground/drain upgrades.

Operator Pierce has been diligently working on project. Materials have been ordered to move forward with project.

- Pajaro Park – Playground closed on July 7th to begin total turf replacement. Project expected to take 12 days.

GM has visited site daily and believes project will be complete by tomorrow, 7/18/14.

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CONSENT ITEMS: (Continued)

- Chromium 6 – All sources have been sampled for Chromium 6. New MCL of 10 ppb (parts per billion) has been adopted. Sunny Mesa wells are over the proposed MCL. CDPH has suggested we submit a SRF application for treatment funding. District will follow new guidelines for sampling.

Staff has submitted a pre-application to the state. Awaiting acceptance.

- Water Conservation – Conservation letter was sent out with bills on March 1, 2014, requesting a voluntary reduction of consumption by twenty-five percent (25%). March usage was down. April usage was slightly higher than historical usage. In general, public awareness is growing and conservation will improve.

Letters re-sent with June billing.

Board recommends adding this item to next month's agenda for further discussion.

- Rate Study Proposal (RFP) – RFP has been posted to District website and notice/letters have been sent to seventeen (17) firms on July 11, 2014.

RFPs are due back by August 11, 2014.

- Grants & Loans Active –

(1) SRF Planning Grant/Springfield – Scope & Budget have been returned to District for revisions. Revision made and returned to CDPH. GM and Engineer met with CDPH to finalize scope and schedule. Final scope in review process.

GM has received verbal approval and awaiting approval in writing.

(2) Pre-Planning Grant Application/Springfield Terrace under review.

No information to report at this time.

(3) IRWMP Grant for Pajaro – Contract being drawn up by Department of Water Resources/San Benito County Water District (SBCWD), lead agency.

No information to report at this time.

- LVP Arsenic Treatment Facility – Working with Bushman Water Group and chemical supplier in preparation for addition of fifteen percent (15%) sulfuric acid to headworks. GM recommends adding a ph analyzer to ensure safe levels of acid being added.

Further research will be done regarding ph analyzer prior to making purchase.

STAFF/COMMITTEE REPORTS: (Informational Only)

1. Attorney Gullion has returned to work. GM Rosa met with him on July 10th to continue work on Conflict of Interest Code update and Pajaro County Sanitation (PCSD) issue.

This item has been revised/updated and moved to New Business.

2. District is now registered with Intellicorp for Criminal Background checks for new/perspective employees. Cost for highest level check available is \$19.95.

3. Pajaro Park update –

- Enclosed Bulletin Board has been installed on restroom building. Donated by a local grower.
- Copy of Account Detail (United Way)

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STAFF/COMMITTEE REPORTS: (Informational Only)

4. Two (2) letters from CDPH for discussion & information.
 1. Chromium 6 - Adoption of a Hexavalent Chromium MCL.
 2. Chromium 6 - Fact Sheet.

This item was discussed in GM Staff Report.

5. Wage Comparison Spreadsheets
 - 2014-2015 prior to hourly increase
 - 2014-2015 including July 1st increase

This comparison is for information only and will be helpful to District when it conducts the Current Staffing Levels Evaluation.

6. PCSD update –
 - District was able to schedule with Mo. Co. for Green Line to work in area for a full day. All trouble spots have been cleaned/hydro jetted.
 - Green Line was called out again by Mo. Co. to clear a line backup on Las Lomas Drive, discovered asphalt/aggregate in sewer line.
 - Vac truck was returned to PSMCSD after three (3) months in shop “fully repaired and tested”; truck returned to Mo. Co. the next day due to inoperable components.
 - Dirk Medema, Mo. Co. has been given instruction by Bob Murdoch to begin planning for long-term maintenance in the event that Vac truck cannot be repaired.
 - Operations Contract discussions will take place in closed session at end of this meeting

STAFF REPORTS: (Action Items)

1. Discuss revised Conflict of Interest Code.

At the direction of Monterey County, the District is in need of revising/updating our Conflict of Interest Code which has not been revised for a lengthy period of time.

Attorney Gullion made necessary revisions/updates and is ready for board approval.

General Manager recommends Board to approve adopting revised Conflict of Interest Code. Board agrees with recommendation.

OLD BUSINESS: None

NEW BUSINESS:

1. Motion was made by Director Snodgrass, seconded by Director Moore to approve adopting revised Conflict of Interest Code. Motion carried.

Roll Call Vote: Ayes: M. Moore; H. Wiggins; S. Snodgrass
 Noes: None
 Absent: D. Delfino
 Abstain: P. Miller

MONTHLY EXPENDITURES REPORT FOR REVIEW

APPROVAL OF WARRANTS/CHECKS:

1. General Fund 605: Warrant No. 234642 for a total of \$787.77.
2. Water Account: Check No. 20670 through No. 20679 for a total of \$17,829.95.
3. Operating Account: Check No. 20806 through No. 20867 for a total of \$176,119.69.
4. Reserve Account: Check No. 100 for a total of \$4,529.01.
5. Street Maintenance Account: *Check No. 360 through No. 364 for a total of \$957.21.

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MONTHLY EXPENDITURES REPORT FOR REVIEW
APPROVAL OF WARRANTS/CHECKS: (Continued)

6. Pajaro Park Account: Check No. 705 through No. 709 for a total of \$1,049.05.

Motion was made by Director Wiggins, seconded by Director Miller to approve all accounts for the month of July, 2014. Motion carried unanimously.

Roll Call Vote: Ayes: P. Miller; M. Moore; S. Snodgrass; H. Wiggins
 Noes: None
 Absent: D. Delfino
 Abstain: None

CLOSED SESSION: (Personnel Matters, Litigation)

1. Contract discussion

Closed Session was opened at 6:34 p.m. and closed at 7:21 p.m.

Action taken is as follows:

The Board has directed General Manager Rosa, with assistance from Director Snodgrass, to compose a letter addressing Monterey County that the District will be terminating the Pajaro County Sanitation District – Operation and Maintenance Contract effective February 9, 2015. The letter is to be reviewed by District's counsel for approval.

NEXT BOARD MEETING:

Board noted the next regular meeting will be held on Wednesday, August 20, 2014 at 6:30 p.m. at the District office.

There being no further business, the regular meeting of the Pajaro/Sunny Mesa Community Services District was adjourned at 8:12 p.m. with motion made by Director Snodgrass, seconded by Director Miller. Motion carried unanimously.

Roll Call Vote: Ayes: P. Miller; M. Moore; S. Snodgrass; H. Wiggins
 Noes: None
 Absent: D. Delfino
 Abstain: None

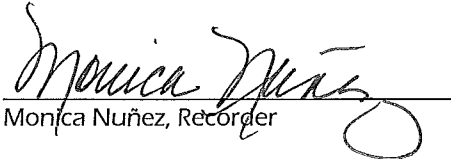
Respectfully submitted by:



Stephen Snodgrass, President



Harry Wiggins, Vice President



Monica Nuñez, Recorder