



1902 - Serving Our Community for over 115 Years - 2023

**WEST BAY SANITARY DISTRICT
MINUTES OF THE REGULAR MEETING OF THE DISTRICT BOARD
WEDNESDAY, JULY 12, 2023 AT 7:00 P.M.**

1. Call to Order

President Dehn called the meeting to order at 7:00 PM

Roll Call

BOARD MEMBERS PRESENT: President Dehn, Secretary Walker, Treasurer Thiele-Sardiña, Director Moritz, Director Otte

BOARD MEMBERS ABSENT:

STAFF MEMBERS PRESENT: Ramirez, Hulsmann, Heydari, and Tory Thompson by Zoom

Others Present: Dashiell Leeds

2. Communications from the Public: None.

3. Consent Calendar

CONSIDERATION OF ITEM(S) REMOVED FROM THE CONSENT CALENDAR

Discussion/Comments:

- A. Approval of Minutes for Regular Meeting June 28, 2023
- B. Approval of the Financial Activity Report Authorizing Payment of Certain Bills and Salaries and Consideration of Other Financial Matters thru June 30, 2023
- C. WBSD Operations and Maintenance Report – June 2023
- D. Town of Los Altos Hills Operations and Maintenance Report for Work Performed by WBSD – June 2023
- E. Town of Woodside Operations and Maintenance Report for Work Performed by WBSD – June 2023

Discussion/Comments: None.

Motion to Approve by: Moritz 2nd by: Otte Vote: AYE: 5 NAY: 0 Abstain: 0

4. Public Hearing: Consider Approving Resolution Confirming Report on Sewer Service Charges for West Bay Sanitary District for the Fiscal Year 2023/2024

Motion to Open by: Moritz 2nd by: Otte Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez outlined the report to the Board for Sewer Service Charges fiscal year 2023/24.

Motion to Close by: Moritz 2nd by: Otte Vote: AYE: 5 NAY: Abstain:

5. Consider Approving Resolution Confirming Report on Sewer Service Charges for West Bay Sanitary District for Fiscal Year 2023/2024

Motion to Approve by: Walker 2nd by: Thiele-Sardina Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: None.

6. General Manager's Report

Discussion/Comments: General Manager Ramirez reported there will be upcoming staff training on recycling and organics. He also reported on recruitment for a new maintenance worker. In addition, he informed the Board the last San Mateo County Tax Collector payment for FY 2022/23 has been received in the amount of \$655,717. General Manager Ramirez reported the District participated in the Redwood City Fourth of July parade driving the 1958 classic water truck. General Manager Ramirez further reported the Bayfront Entrance, Point Repair and Avy Altschul Pump Stations projects have begun. The next regular Board meetings will be held July 26th and August 9th and the annual goals meeting will be on August 8th. The complete General Manager's written report is in the July 12, 2023 agenda packet.

7. Consider Approving Purchase of Flygt MultiSmart to Upgrade the Pump Station Telemetry System

Motion to Approve by: Moritz 2nd by: Walker Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported on transferring the current ISAC system to a Multi-Smart Flygt System. The new system is web-based with cell service rather than telephone lines. It is budgeted for \$400,000 with an actual cost of \$396,273.

8. Consider Authorizing the General Manager to Enter Into an Agreement for Design and Construction Support for the Replacement of the Stowe Lane Pump Station in Menlo Park, Unincorporated San Mateo County

Motion to Approve by: Walker 2nd by: Moritz Vote: AYE: NAY: Abstain:

Discussion/Comments: General Manager Ramirez reported the pump station was built in 1950, retrofitted in the 1990's, and is in need of repair. The cost for design and construction support is \$208,400.

9. Consider Authorizing the General Manager to Enter Into an Agreement for Design and Construction Support for the Willow Road Pump Station Wet Well Rehabilitation and Discharge Piping Replacement in Menlo Park

Motion to Approve by: Moritz 2nd by: Walker Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported the pump station was built in 1981, received a new panel in 2012, and new fuel tank in 2022. It now requires new pumps, valves, piping and wet well rehabilitation. Design and construction support is \$175,100.

10. Consider Authorizing General Manager to Extend the Agreement for Engineering Staff Augmentation Services

Motion to Approve by: Walker 2nd by: Moritz Vote: AYE: 5 NAY: 0 Abstain: 0

Discussion/Comments: General Manager Ramirez reported this agreement would allow for nine weeks of engineering support and training for the Associate Engineer. The cost would be \$53,200.

11. Report and Discussion on Sharon Heights Recycled Water Plant

Discussion/Comments: General Manager Ramirez reported construction is underway for the Avy Altschul Pump Station. In addition, he reported that the amendment to the Long-Term Agreement should be signed this week.

12. Discussion and Direction on Bayfront Recycled Water Project and Status Update

Discussion/Comments: General Manager Ramirez reported the Levee project pre-bid meeting was held on July 11th and the bid opening is scheduled on July 25th.

13. Report & Discussion on South Bayside Waste Management Authority (SBWMA)

Discussion/Comments: None.

14. Report, Discussion & Direction on Silicon Valley Clean Water (SVCW) and Discussion on SVCW CIP Program and Financing

Discussion/Comments: None.

15. Comments or Reports from Members of the District Board and Consider Items to be Placed on Future Agenda

Discussion/Comments: President Dehn requested the Master Plan being produced by Housen & Associates consider and reference the Housing Elements from the local agencies the District serves.

16. Adjournment Time: The meeting was adjourned at 8:11 PM

/s/ Edward P. Moritz
Secretary (Pro Tem)