

SAN JUAN WATER DISTRICT

Board of Director's Meeting Minutes
September 22, 2010 – 7:00 p.m.

BOARD OF DIRECTORS

Dave Peterson	President
Ted Costa	Vice President
Kenneth Miller	Director
Pam Tobin	Director
Bob Walters	Director

SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF

Shauna Lorance	General Manager
Keith Durkin	Assistant General Manager
Judy Johnson	Customer Service Manager
George Machado	Field Services Manager
Bill Sadler	Water Treatment Plant Superintendent
Tony Barela	Senior Engineer
Greg Turner	Chief Operator
Teri Hart	Board Secretary/Administrative Assistant
Paul Bartkiewicz	Counsel

OTHER ATTENDEES

None

AGENDA ITEMS

- I. Public Forum**
- II. Consent Calendar**
- III. Committee Reports**
- IV. Information and Action Items**
- V. Upcoming Events**
- VI. Adjourn**

Vice President Costa called the meeting to order at 7:00 pm

I. PUBLIC FORUM

There was no public comment.

II. CONSENT CALENDAR

All items under the consent calendar are considered to be routine and are approved by motion. There will be no separate discussion of these items unless a member of the Board, audience, or staff request a specific item removed after the motion to approve the Consent Calendar.

1. BOARD OF DIRECTOR'S MEETING MINUTES

Approval of San Juan Water District's Board of Director's meeting minutes as follows:

1. Minutes of the Board of Directors Meeting September 8, 2010

Ms. Lorance informed the Board that page 4, section 1.4, had been revised at the request of Fair Oaks Water District and the revision was handed out at the meeting.

Vice President Costa moved to approve the September 8, 2010 Board of Director's Meeting minutes as amended. Director Tobin seconded the motion and it carried unanimously.

III. COMMITTEE REPORTS

1. Engineering Committee (9/13/10)

Mr. Durkin reported that the committee met on September 13, 2010 and discussed the following:

- FO 40 Pipeline Rehabilitation Project - Phase 1 Evaluation
- WTP Treated Water and Cooperative Transmission Bypass Pipeline Project
- Process for Review and Approval of Environmental Documents
- New SWPPP and Discharge Permit Requirements for Capital Improvement Projects

The committee meeting minutes will be attached to the original board minutes. President Peterson requested that page 2, item 3, last sentence, be changed to reflect two items – Mr. Durkin will revise the minutes accordingly.

Mr. Durkin informed the Board that the final report from Bob Miles on the Fair Oaks 40 project was received today and staff will review the report. The next steps are to review the final report with FOWD and OVWC and discuss cost allocations on the agreed items. Mr. Durkin stated that they will also discuss O&M and the internal rehabilitation phases of the pipeline joints. A written agreement will be developed prior to proceeding with any work.

The Board discussed the committee report including legislative action on mandatory fines and the reporting requirements for SWPPP and discharge permits.

For information only – no action is requested at this time

IV. INFORMATION AND ACTION ITEMS

1. GENERAL MANAGER'S REPORT

1.1 Raw Water Pipeline Project

Ms. Lorance informed the Board that the response letter to Preston Pipelines was sent and a copy of the letter was included in the meeting packet. She stated that the letter informed Preston Pipelines that it was too late to file their claim. Ms. Lorance stated that she will inform the Board if any further communication is received on this matter.

For information only – no action is requested at this time

1.2 Report Back Items

Ms. Lorance informed the Board that the metering project cost re-allocation is still being worked on and she will update the Board as more details arise.

1.3 Miscellaneous District Issues and Correspondence

Ms. Lorance informed the Board that the Placer County Chapter of CSDA will hold a meeting on October 14th and inquired if anyone was interested in representing the District. Director Tobin will attend the meeting.

Vice President Costa inquired on the status of the letter to CHWD regarding property tax allocation. Ms. Lorance informed the Board that the draft response will be reviewed at the next Finance Committee meeting.

2. ASSISTANT GENERAL MANAGER'S REPORT

2.1. Emergency Response Planning

Mr. Durkin conducted a presentation on Emergency Response Planning. A copy of the presentation will be attached to the original meeting minutes.

For information only – no action is requested at this time

2.2. Hydraulic Improvements Project

Mr. Durkin conducted a presentation on the Hydraulic Improvements Project. A copy of the presentation will be attached to the original meeting minutes.

For information only – no action is requested at this time

2.3. Report Back Items

There were no report back items.

2.4. Miscellaneous District Issues and Correspondence

There were no other items.

3. FINANCE AND ADMINISTRATIVE SERVICES MANAGER'S REPORT

3.1. Report Back Items

Ms. Lorance reported that the previous Finance and Administrative Services Manager is no longer with the District. She informed the Board that when discussing recruitment plans, staff suggested contacting Ms. Mary Morris, who held the position previously. Ms. Lorance contacted Ms. Morris and Ms. Morris will return on October 18th. Vice President Costa requested that the next time there is a closed session he would like the Finance and Administrative Services Manager position discussed under the General Manager's evaluation.

Ms. Lorance informed the Board that the audit may be delayed until the end of October to early November.

3.2. Miscellaneous District Issues and Correspondence

No report.

4. LEGAL COUNSEL'S REPORT

Mr. Bartkiewicz informed the Board that the state water board issued a report on the Delta Flow Criteria and the Department of Fish and Game issued a draft report with basically the same flow criteria. The city of Folsom has an EIR out on the Sacramento River water at Freeport which has one comment letter which refers to the Delta Flow Criteria report as required for protection of the Delta. He stated that if these delta flows were implemented there wouldn't be enough water for environmental protection of the tributaries of the water shed or for water supply purposes.

Director Miller inquired if he and President Peterson met prior to the next Personnel Committee meeting, and an agenda was not yet posted, could they still discuss committee issues. Mr. Bartkiewicz informed the Board that two committee members can meet as long as they do not discuss items under the committee's jurisdiction regardless of whether they are on an agenda or not.

5. DIRECTORS' REPORTS

5.1 SGA

No report.

5.2 RWA

Director Tobin reported that the RWA Board of Directors' met on September 9, 2010 and provided a written report which will be attached to the original meeting minutes.

5.3 Executive Committee

Ms. Lorance informed the Board that the September 28th Executive Committee meeting was cancelled due to scheduling conflicts.

5.4 ACWA/JPIA
No report.

5.5 CVP Water Users Association
No report.

5.6 LAFCO
No report.

5.7 Other Reports and Comments
President Peterson reported that he attended ACWA HBA meetings and elections for new directors will be held in November.

III. UPCOMING EVENTS

1. ACWA Continuing Legal Education Workshop
September 30 – October 1, 2010
San Francisco, CA
2. AWWA California Nevada Fall Conference
October 5-8, 2010
Sacramento, CA
3. NWRA Annual Conference
November 10-12, 2010
San Diego, CA
4. ACWA Fall Conference
November 30 – December 3, 2010
Indian Wells, CA

IV. ADJOURN

The meeting was adjourned at 8:52 p.m.

DAVE PETERSON, President
Board of Directors
San Juan Water District

ATTEST:

TERI HART, Board Secretary