

**PURISSIMA HILLS WATER DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS**

January 10, 2024 Minutes

1. **CALL TO ORDER AND ROLL CALL** President Ranganathan called the regular meeting to order at 6:30 p.m. at the District Office.

Directors Present: President Ranganathan, Directors Lucille Glassman, Steve Jordan, Brian Holtz, and Essy Stone.

Staff Present: Phil Witt, General Manager; Anthony Stoloski, Operations Manager; Joubin Pakpour, Engineer, Pakpour Consulting Group; David S. Gehrig, Attorney, Hanson Bridgett; Samantha Vu, Office Manager/District Secretary; and Cory Burkett, Billing Clerk.

2. **COMMENTS FROM THE PUBLIC** None

3. **CONSENT CALENDAR** It was moved by Director Jordan, seconded by Director Glassman to approve the consent calendar. Motion approved unanimously – voice vote.

4. **APPROVE PROPOSAL FROM EPULSE FOR ACOUSTIC PIPE CONDITION ASSESSMENT SERVICES FOR AN ESTIMATED TOTAL AMOUNT OF \$66,017**
General Manager, Phil Witt presented the proposal to the Board. District Engineer, Joubin Pakpour presented additional information. It was moved by Director Stone, seconded by Director Glassman to approve the proposal from ePulse. Motion approved unanimously – voice vote.

5. **SUBMETER COMMITTEE MEETING** The committee did not meet. Operations Manager, Anthony Stoloski, designed a mock-up of what the submeter setup would look like. The District met with the new Building Officials from the Town. The draft policy was sent to Hanson Bridgett for review.

6. **SUPPLY COMMITTEE MEETING** The committee did not meet. Quarry Lake is still being monitored.

7. **ENGINEER'S REPORT**

A. **CHRISTOPHER LANE, GERTH LANE, LIDDICOAT DRIVE WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour, reported that the project design is going out to bid for the March time frame.

B. **MCCANN OPERATION CENTER DESIGN** District Engineer, Joubin Pakpour, reported that the design was submitted to the planning department at the Town and comments were received.

8. **MANAGER'S REPORT** General Manager, Phil Witt reported that the District is working with Hanson Bridgett on the ValleyWater Grant. There was an update regarding tier 2 allocations.

A. **FIELD REPORT**

► The District completed the annual Backflow Testing.

- ▶ GMC completed the annual cathodic protection testing and inspection of the tanks.
- ▶ On 12/29, the District had a scheduled PG&E power shutdown at Altamont Pump Station. The new backup power system worked smoothly.
- ▶ The District now has AT&T fiber in the main office.
- ▶ On 1/7, the District had 3 simultaneous leaks on Page Mill Rd. The main and largest leak occurred directly above the culvert that was repaired by the Town in January of 2023. DACO was called to help with repairs and traffic control.

B. CUSTOMER COMMUNICATIONS Nothing to report.

9. DIRECTOR'S REPORT

A. BAWSCA, Valley Water, ACWA/JPIA, and other agency topics

B. Director Comments

10. AGENDA ITEMS FOR FEBRUARY 14, 2024

- ▶ Proposal for replacing water main on Fremont Rd
- ▶ Approval for electrical work for pump station
- ▶ Submeter committee
- ▶ Truck purchase

11. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (CLOSED SESSION #1)

TITLE: GENERAL MANAGER

CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957

This meeting went into closed session at 8:07 p.m.

12. CONFERENCE WITH LABOR NEGOTIATOR (CLOSED SESSION #2)

AGENCY DESIGNATED REPRESENTATIVE: ANAND RANGANATHAN

UNREPRESENTED EMPLOYEE: GENERAL MANAGER

This meeting went into closed session at 9:40 p.m.

13. BREAK FOR ADDITIONAL NEGOTIATIONS BETWEEN LABOR NEGOTIATOR AND UNREPRESENTED EMPLOYEE

14. RECONVENE TO CLOSED SESSION #2

FOLLOWING LABOR NEGOTIATIONS

AGENCY DESIGNATED REPRESENTATIVE: ANAND RANGANATHAN

UNREPRESENTED EMPLOYEE: GENERAL MANAGER

This meeting went into closed session at 10:07 p.m.


15. RECONVENE TO OPEN SESSION AND REPORT FROM CLOSED SESSION

This meeting returned to open session at 10:12 p.m. President Ranganathan reported that the Board of Directors reviewed the General Manager's performance in 2023 and found his performance to be highly competent.

16. CONSIDER COMPENSATION ADJUSTMENT FOR THE GENERAL MANAGER


FOR 2024 It was moved by Director Holtz, seconded by Director Stone, to amend the General Manager's employment agreement and to raise the General Manager's salary by 6%. Motion approved unanimously – voice vote.

17. **ADJOURNMENT** The meeting was adjourned at 10:13 p.m.



District Secretary

Approved:



Board President