

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

January 12, 2022 Minutes

1. **CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE** President Holtz called the regular meeting to order at 6:30 p.m. on the Zoom on-line platform.

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

Staff Present: Phil Witt, General Manager; Anthony Stoloski, Operations Manager; Joubin Pakpour, Engineer, Pakpour Consulting Group; Catherine Groves, Attorney, Hanson Bridgett; and Samantha Vu, Office Manager/District Secretary

The Pledge of Allegiance was recited.

2. **COMMENTS FROM THE PUBLIC** None
3. **RESOLUTION: FINDINGS TO SUPPORT REMOTE BROWN ACT MEETING** It was moved by Director Ranganathan, seconded by Director Holtz, to approve the resolution to continue remote meetings. Motion approved (5 – 0) – roll call vote.
4. **CONSENT CALENDAR** It was moved by Director Stone, seconded by Director Holtz to approve the consent calendar except for the disbursements. Motion approved (4 - 0) – roll call vote. Director Ranganathan abstained.
5. **RATE STUDY UPDATE** John Farnkopf from HF&H Consultants, presented an updated draft report of the Rate Study to the Board. It was followed by a Board discussion. It was moved by Director Holtz, seconded by Director Ranganathan to accept the Rate Study as amended. Motion approved unanimously (5 – 0) – roll call vote.
6. **CONSIDER SETTING PUBLIC HEARING AND ISSUING PROPOSITION 218 NOTICE FOR PROPOSED RATE INCREASE** The Board had a discussion about the notice. It was moved by Director Holtz, seconded by Director Jordan to send out the Prop 218 notice and set the public hearing. Motion approved unanimously (5 – 0) – roll call vote.
7. **SUPPLY COMMITTEE REPORT**

▶ **SUBMITTAL OF GRANT APPLICATION TO DWR FOR GROUND WATER PROJECTS** President Jordan reported that the District along with two other Districts with the help of EKI Consultants, has submitted a grant application to DWR for ground water projects.

▶ **SUBMITTAL OF GRANT APPLICATION TO VALLEY WATER FOR CONSERVATION AND TECHNOLOGY PROGRAMS** President Jordan reported that himself and Phil Witt, General Manager, had a preliminary meeting with Valley Water.

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8. **CONSERVATION COMMITTEE REPORT** Nothing to report.
9. **CONSIDER ADOPTION OF POLICY REGARDING CONFIDENTIALITY OF CUSTOMER UTILITY USAGE DATA** The Board discussed the policy. It was moved by Director Stone, seconded by Director Ranganathan to adopt the policy. Motion approved unanimously (5 – 0) – roll call vote.
10. **APPROVAL OF SETON WATER MAIN EASEMENT** District Engineer, Joubin Pakpour discussed the importance of maintaining the water mains that cross a private property. It was noted that during the design process, it was discovered that the water main currently has no easement. It was moved by Director Stone, seconded by Director Holtz to approve the Seton Water Main Easement. Motion approved unanimously, (5 – 0) – roll call vote.
11. **ENGINEER’S REPORT**
- ▶ **CONCEPCION/FREMONT ROAD WATER MAIN IMPROVEMENTS, PROGRESS PAYMENT NO.6** District Engineer, Joubin Pakpour report that the project is virtually done. It was noted that change order number 4 will be the last change order. The project will get slurry sealed once the warmer temperature comes around, currently expected in April.
 - ▶ **DUVAL, ELENA, PADRE, SETON WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour, reported that the project will be ready for bid at the end of February, and be brought back to the Board during the March meeting.
12. **ATTORNEY’S REPORT** Nothing to report.
13. **MANAGER’S REPORT** General Manager, Phil Witt, reported that the District is interviewing a potential new hire. Operations Manager, Anthony Stoloski gave the candidate a tour of the District. The District is also coming to an end with the 2020-2021 year end audit.

A. FIELD REPORT

- ▶ On 12/8 the District replaced the 8” backflow at Hidden Villa along with upgrading the meter at the property.
- ▶ On 12/13 the District had a leak at Briones Way and Briones Ct. The leak was on the 6” Cast Iron pipe on Briones Ct. This leak looks like it started as a hole and created a split. The District replaced 10’ of Cast Iron Pipe with new Ductile Iron Pipe. The District have about 100 square feet of asphalt restoration.
- ▶ On 12/26 The District had a leak on Altamont Rd. The leak was a split on 6” Cast Iron pipe. The District replaced 10’ of Cast Iron with new Ductile Iron pipe. DACO was called to help with repair and traffic control. The asphalt was repaired the same day the District backfilled the leak.
- ▶ On 12/31 the District had a service leak at 26355 Esperanza Dr. The service saddle failed and started to leak. DACO helped with the repair of the new saddle and corporation stop to the District’s current standard. There is still

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asphalt restoration to complete.

- ▶ The District completed the yearly testing of approximately 600 backflows. The results are ready for state inspection.

B. CUSTOMER COMMUNICATION Nothing to report.

14. DIRECTOR'S REPORT

A. BAWSCA, Valley Water, ACWA/JPIA and other agency topics Nothing to report.

B. DIRECTOR'S COMMENT

15. AGENDA ITEMS FOR FEBRUARY 9, 2022

- ▶ **Water For Quarry Lake**
- ▶ **Fire District Update**
- ▶ **Manage Zoom meeting for Rate Heating**

16. ADJOURNMENT The meeting was moved by Director Stone to adjourn early at 8:36 p.m.