

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

October 12, 2022 Minutes

1. **CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE** President Jordan 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; Samantha Vu, Office Manager/District Secretary; and Cory Burkett, Billing Clerk.

The Pledge of Allegiance was recited.

2. **COMMENTS FROM THE PUBLIC** None
3. **CONSENT CALENDAR** There was a Board discussion. It was moved by Director Ranganathan, seconded by Director Holtz to approve the consent. Motion approved (5 – 0) – roll call vote.
4. **UPDATE ON PROPOSED FEES SCHEDULE** General Manager, Phil Witt commented that this item is not ready for Board review. This item will be brought back during the next Board meeting. No action was taken.
5. **AUTHORIZE PURCHASE OF 2022 FORD F350 UTILITY TRUCK IN THE AMOUNT OF \$80,823.00 FROM THE FORD STORE OF MORGAN HILL** General Manager, Phil Witt explained that one of the fleet trucks is not in adequate condition to operate even though repairs have been made. The truck has been parked at Toyon yard for the past month. Operations Manager, Anthony Stoloski was able to track down a truck in Morgan Hill. The old 2008 Ford truck will be traded in. The amount of \$80,823.00 does not include the trade in credits. A Board discussion followed. It was moved by Director Stone, seconded by Director Holtz, to authorize the purchase of the 2022 Ford F350 utility truck. Motion approved (4 – 1) – roll call vote. Ayes: Directors Jordan, Stone, Glassman and Holtz. Nays: Director Ranganathan.
6. **CONSERVATION COMMITTEE REPORT** General Manager, Phil Witt, reported that the District was able to meet with the Town of Los Altos Environmental Design and Protection Committee. The meeting was between District staff, Director Stone, along with Vijay and Elizabeth from the Town. A Board discussion followed. It was noted that these attempted efforts will have long term effects, a water cut back will not be seen immediately. The EyeOnWater system have been responding better since the outage. The District have been working on getting all customer endpoints back online. The District have created a report water waste page on the website. Director Stone reported that a conservation took place between herself, Director Glassman, the Town planner and CalWater. General Manager, Phil Witt confirmed that the cutback number is at 32.7% from fiscal year 2020-2021 purchases. The only way this number will change is if San Francisco or the Governor make the change.

7. **SUPPLY COMMITTEE REPORT** General Manager, Phil Witt reported that a meeting took place with a well driller. The District is interested in drilling test wells in some areas. Director Jordan reported on tier 2 allocation updates from BAWSCA. Director Ranganathan shared a map of Recycled Water Pipeline and Strategic Plan from Palo Alto with the Board. A Board discussion followed. District Engineer, Joubin Pakpour reported that stream gauges will be installed to measure flow in and around Quarry Lake.

8. **ENGINEER'S REPORT**

▶ **DUVAL, ELENA, PADRE, SETON WATER MAIN IMPROVEMENTS** District Engineer, Joubin Pakpour, reported that the project will start construction next week.. During the preconstruction meeting, the Town informed that they will not be marking their facilities. There have been discussions with the Town as this will impact the project.

▶ **MCCANN OPERATION CENTER DESIGN SOLICITATION** District Engineer, Joubin Pakpour, reported that the selection committee has completed their evaluation and is in the negotiating phase to finalize the scope and budget with the top consultant. A reminder was made to the Board to show the importance and need of this project. A Board discussion followed. A Professional Service Agreement will be brought back to the Board at the next meeting for approval.

9. **MANAGER'S REPORT** General Manager, Phil Witt, reported that there is a fully executed agreement with the Fire District. There are grants available through Valley Water regarding the leak sensors. The next grant will be available in December. A board discussion followed. There is also another grant available through DWR and a call is scheduled to discuss application with Woodard and Curran. He reports that there is call schedule with Bud Levin to talk about potential funding for more projects.

A. FIELD REPORT

- ▶ On 9/16, the District has a leak on 8" AC pipe on Lupine Rd. The leak was a split pipe and was replaced with 10' with new DIP. There is still minor asphalt and pathway to restore.
- ▶ On 9/17, AT&T hit the District's Zone 2, 8" CIP main at 27677 Lupine Rd. while drilling for a new pole at 12AM. This was an emergency pole replacement and no USA was called in and cleared. DACO made the repair on 9/30 after AT&T finished replacing the new pole and removing the old one. AT&T submitted a claim with Sedgwick. The District will be submitting all cost receipts related to this project.
- ▶ On 9/19, the District had a leak on 6" CIP at 25044 La Loma Rd. The leak was a full circle crack. It was repaired with a clamp. Minor asphalt repair is needed.
- ▶ On 9/28, the District repaired a leaking gate valve at Robleda Rd. and Purissima Rd. The valve had a torn "O-Ring" gasket on the bonnet.
- ▶ On 9/29, the District had a leak on 8" DIP at 12370 Priscilla Ln. This leak was a 1" hole on the top of the pipe due to corrosion. It was repaired with a clamp since the rest of the pipe was in good condition.

- B. CUSTOMER COMMUNICATION** District Secretary, Samantha Vu, reports that there was a praise from a customer on Lupine. The comment was regarding how

wonderful the crew was and how the repair was made efficiently and in a timely manner.

10. DIRECTOR'S REPORT

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

B. DIRECTOR'S COMMENT

11. AGENDA ITEMS FOR NOVEMBER 9, 2022

- ▶ Rate and Fee Structure
- ▶ Rate increases for January
- ▶ Emergency drought rates
- ▶ Update with Valley Water and DWR Grant
- ▶ Legal review of USA requirements
- ▶ Clarification on town owned facilities or private laterals
- ▶ Water shortage review and support implementing in the January time frame
- ▶ Contract award for design of Operation Center

12. ADJOURNMENT It was moved by Director Ranganathan, seconded by Director Glassman to adjourn the meeting at 8:58 p.m.

