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

NOVEMBER 8, 2017 Minutes

1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE President Holtz called the regular meeting to order at 6:30 p.m. in the District office.


Staff Present: Patrick Walter, General Manager; Phil Witt, General Foreman; Brandon Laurie, Engineer, Pakpour Consulting Group; Catherine Groves, Attorney, Hanson Bridgett; and Ray Collins, Office Manager/District Secretary

The Pledge of Allegiance was recited.

2. COMMENTS FROM THE PUBLIC Customer Gail Solomon attended.

3. CONSENT CALENDAR It was moved by Director Solomon, seconded by Director Anderson, to approve the Consent Calendar. Motion approved unanimously – voice vote.

4. ENGINEER’S REPORT Nothing to Report

5. ATTORNEY’S REPORT Nothing to Report

6. AUTHORIZATION TO PURCHASE TWO DIESEL TRUCKS NOT TO EXCEED $99,000 LIST PRICE The General Foreman, Phil Witt, explained that diesel engines operate more efficiently than gasoline powered trucks over the Los Altos Hill’s steep terrain. He plans to sell or dispose of the District’s 1992 truck and one of the other two gasoline powered vehicles. Phil explained that he found two pre-owned 2017 diesel trucks in good condition: one at Salinas Valley Ford Lincoln for $52,770.50 and the other at Lehmer’s Concord Buick GMC for $53,598.50 for a total of $106,369 (taxes and licenses included). It was moved by Director Anderson, seconded by Director Jordan, to authorize the purchase of two diesel trucks for no more than $110,000. Motion approved unanimously – voice vote.

7. MANAGER’S REPORT

A. FIELD REPORT

➢ Chloramine Boost Station. The Hazardous Material permit process continues for the chemicals at Neary. Staff has discovered that Ammonium Sulfate can be used and is not listed as a hazardous chemical. A response is expected soon from the Santa Clara County Department of Environmental Health.

➢ Paved Trenches on Purissima Rd. The two trenches were paved from the installation of a service and the abandonment of the existing service.

➢ McCann Pump 1. Starter. Recently, the transformer for pump 1 failed and blew fuses on both the supply and discharge side of the transformer. The transformer, the fuses, and the motor saver were replaced. It was also discovered that the pump 1 starter is chattering. Given the age of the electrical components, staff is evaluating the repair or replacement, pending quotes.

➢ La Cresta Hatch and Pressure Unit La Cresta Tank 1 was taken out of service to install a new stainless steel hatch and a dedicated fitting for a pressure transducer. The transducer is currently connected to the supply pipe to the tank and causes inaccurate tank level fluctuations when the pump starts and stops.
➢ Diesel Storage Tanks. Dynamic Fuel Solutions filtered water and debris from the diesel fuel for the tank at the Yard, and the day tanks on the generators at Deer Creek and Altamont.

➢ Vinedo Main Installation. The entire 850 LF of 8" DIP main was fully completed on October 31. The Vinedo Lane Road Maintenance Association repaired the road damage from the leak on August 8, 2017 and repaved the road. Compaction, pressure and bacteriological tests all passed.

➢ Facility Status The GM provided a new monthly report that shows the status of tanks and pumps; their capacity, current storage, and percentage of capacity.

B. CUSTOMER COMMUNICATIONS Nothing to Report

8. DIRECTORS’ REPORT

A. BAY AREA WATER SUPPLY AND CONSERVATION AGENCY (BAWSCA), ACWA/JPIA, SCVWD, AND OTHER AGENCY ISSUES Nothing to Report

B. DIRECTORS’ COMMENTS Director Solomon reported that he attended the BAWSCA-sponsored Tour of Calaveras Dam held on October 12, 2017. This reservoir is part of the SFPUC supply system. He provided a fact sheet, location maps, and photos of the dam under construction. He explained the seismic safety modifications and structural improvements in progress.

Director Jordan reported that SCVWD is now accepting grant funding proposals for projects that have conservation objectives. He suggested that the installation of weather-based irrigation controllers that can integrate with data from Beacon AMI would improve conservation and thus qualify for grant funding. The GM was directed to submit grant conservation proposal due by November 30, 2017. Director Jordan also suggested that grant funding available through the SCVWD may increase substantially for communities that are taxed for the State Water Project but do not benefit from it.

C. DATA RETENTION Director Evans explained the purpose of the Draft Consumer Data Privacy and Security Policy. The Policy Statement, Section I, is provided below:

With the advancement of technology, public agencies are now able to collect large amounts of detailed information about their customers. For instance, granular usage data from advanced metering systems may reveal information that people may consider private, and the inadvertent release or theft of this data could diminish consumer privacy. At the same time, in order to find innovative ways to provide reliable high-quality water to the public, many utilities are sharing usage data from utility smart meters with customers and customers’ authorized third-party service providers.

In order to protect customer information while continuing to find innovative ways to provide reliable high-quality water at a fair price, the Purissima Hills Water District ("District") now desires to adopt a policy concerning the use and protection of Consumers’ personal information ("Policy"). The District’s customers’ utility usage information is protected from disclosure in certain circumstances under the California Public Records Act, California Government Code Section 6250 et seq. In addition, the District will take reasonable measures to preserve the privacy of Consumers’ personally identifiable information and Consumer usage information. The District also will provide to Consumers the best available Consumer Usage Information regarding their account as part of basic utility service and will take commercially-reasonable measures to make such data available to Consumer’s authorized third-party service providers.

The Board discussed the policy and agreed that it should be approved, but no action was taken. This item will be placed on the December 13, 2017 Board Meeting Consent Calendar for approval.
9. **AGENDA ITEMS FOR DECEMBER 13, 2017 BOARD MEETING**

   Follow up on the agreement with the Town of Los Altos Hills ECC for the antenna installation on La Cresta tank.

10. **ADJOURNMENT**

    It was moved by Director Anderson, seconded by Director Solomon, to adjourn the meeting at 7:47 p.m. Motion approved unanimously – voice vote.

    Respectfully submitted

    [Signature]

    Raylene Collins, District Secretary

Approved: [Signature]

Steve Jordan, President