

**WEST VALLEY SANITATION DISTRICT  
OF SANTA CLARA COUNTY, CALIFORNIA**

**BOARD OF DIRECTORS MEETING  
December 13, 2017**

The Board of Directors of West Valley Sanitation District of Santa Clara County, California, convenes this day in regular session at 6:00 p.m. at the district office, 100 East Sunnyoaks Avenue, Campbell, California.

**Roll Call**

1. Present: Directors – Manny Cappello, Steve Leonardis, Rowena Turner, Ken Yeager, and Paul Resnikoff, Chairperson.

Staff: Jon Newby, District Manager and Engineer; Edward H. Oyama, Director of Engineering and Operations; Laura McKinney, District Counsel; and Wendy Newby, Account Clerk II.

**Approval of Minutes of Previous Meeting**

2. Approve the minutes of the regular meeting of the Board of Directors of November 8, 2017.

Motion by/Second by: Cappello/Leonardis to approve the minutes of the previous meeting.  
Motion passed unanimously.

**Oral Communications**

3. None.

**Written Communications**

4. Letter from Mr. Steve Hauck, Wine Cellar Restaurant, dated November 29, 2017, appealing connection and capacity fees paid due to change of use.
5. Letter to Mr. Steve Hauck, Wine Cellar Restaurant, dated December 6, 2017, responding to the appeal of connection and capacity fees paid.

**Reports** (Items to be taken in one motion)

6. San Jose/Santa Clara Regional Wastewater Facility: Minutes of the October 12, 2017 regular meeting of the Treatment Plant Advisory Committee.
7. Investment of District funds: Report on commingled funds invested by the County of Santa Clara for West Valley Sanitation District as of October 31, 2017; and report from County Controller as of September 30, 2017.

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8. Consolidated Income and Expense Statement of West Valley Sanitation District for the period ended October 31, 2017.

Motion by/Second by: Cappello/Leonardis to approve Items 6-8. Motion passed unanimously.

**Unfinished Business**

9. Revisions to District Ordinance Code. Second reading and adoption of ORDINANCE NO. 147, AN ORDINANCE OF THE WEST VALLEY SANITATION DISTRICT BOARD OF DIRECTORS AMENDING CHAPTER 10 OF THE DISTRICT'S ORDINANCE CODE TO THE ADMINISTRATIVE AND MISCELLANEOUS FEES, SEWER CONNECTION FEE, AND TREATMENT PLANT CAPACITY FEE.

Motion by/Second by: Cappello/Yeager to adopt Ordinance 147. Motion passed unanimously.

**Public Hearings**

10. None

**Consent Calendar (Items to be taken in one motion)**

11. Approval of payment of invoices, November 9, 2017 – December 13, 2017.
12. California Association of Sanitation Agencies Winter Conference. Authorize directors and executive staff to attend the California Association of Sanitation Agencies Winter Conference and California Sanitation Risk Management Authority training, January 24-26, 2018, in Palm Spring.
13. January – June 2018 Board meeting Schedule. Adopt the proposed Board meeting schedule for January to June 2018.
14. Rejection of all bids – Multi Year Open Sanitary Sewer Repair Contract. Reject all bids received on November 30, 2017 for the Multi-Year Open Sanitary Sewer Repair Contract and re-bid this contract on January 16, 2018.

Motion by/Second by: Yeager/Leonardis to approve Items 11-14. Motion passed unanimously.

**New Business**

15. Election of representatives for advisory committee and board. The Board of Directors appoints:  
A. A Treatment Plant Advisory Committee (TPAC) member and one alternate for representing the District at the Committee. B. A Sewer Advisory Board member and one alternate for representing the District at the Board. Manager reported the Treatment Plant Advisory Committee (TPAC) and Sewer Advisory Board require representation from the District by a member of the Board. The Treatment Plant Advisory Committee provides District representation on policy matters at the San Jose/Santa Clara Water Pollution Control Facility.

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The committee meets once per month. The Sewer Advisory Board provides similar representation for joint sewer lines for conveying wastewater to the treatment plant. The board currently meets once per year. Director Leonardis was appointed as the primary member and Director Turner as the alternate member on the Treatment Plant Advisory Committee. Director Cappello was appointed as the primary member and Director Resnikoff as the alternate member on the Sewer Advisory Committee.

Motion by/Second by: Cappello/Yeager to approve the appointments. Motion passed unanimously.

16. Recognize the contribution of Wendy Newby. Adopt Resolution No. 17.12.23, RESOLUTION RECOGNIZING THE CONTRIBUTIONS OF WENDY NEWBY TO THE WEST VALLEY SANITATION DISTRICT upon her retirement and authorize Director Paul Resnikoff, Chairperson of the Board to sign the resolution. The Manager and Directors commended Ms. Newby for her commitment and dedication to the District.

Motion by/Second by: Leonardis/Yeager to adopt Resolution No. 17.12.23. Motion passed unanimously.

**Closed Session**

17. None

**Directors' Items**

18. Director's reports, announcements and questions. Director Yeager announced that he decided to step down after 11 years of serving on the District Board. Supervisor Wasserman was nominated by the County Board of Supervisors to serve on the District Board beginning in January. Director Yeager stated that 2018 will be his last year serving the County Board of Supervisors and will be available to advise Supervisor Wasserman on District matters. Director Yeager commended the Board, District Manager, and Secretary for the excellent leadership and work accomplished the past years. The Board and staff expressed its sincere appreciation to Director Yeager for 11 years of dedicated services contributing to the growth, improvement, and overall success of the District. Director Yeager will be greatly missed.
19. District Manager's report. The District Manager reported an update on the continuing efforts with the cities on transitioning of the Clean Water Program (CWP) on 6/30/18. Formal notices were issued to the cities regarding payoff of pension liabilities and sun-setting the revenue collection. The City of Campbell and District agreed to continue the revenue collection and distribution through fiscal year 2019-2020 with the last payment to the City on July 2020, and resolve the pension liability and all accounts payable at the end of current fiscal year (FY2017-2018). As the City of Campbell has been the leading agency in provide continued administration and formulate the future structure of the CWP, the District will apply the City of Campbell's agreed upon approach on revenue collection and settling of funds to other cities. The District appreciates the cities continuing focus on transitioning of the Program.

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**Adjournment**

20. There being no further items of business, the meeting was adjourned at 6:14 p.m. The next Board Meeting is scheduled for January 10, 2018, at 6:00 p.m.

Signature on File

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PAUL RESNIKOFF, CHAIRPERSON

Attest:

Signature on File

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Secretary