

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

**BOARD OF DIRECTORS MEETING
DECEMBER 14, 2011**

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, with the following members present: Susan Garner, Evan Low, Ken Yeager, and Chuck Page. Chairperson Diane McNutt is absent. Staff present are Robert R. Reid, District Manager and Engineer; Steven R. Meyers, District Counsel; Edward H. Oyama, Director of Engineering and Operations; and Lesha Luu, Secretary.

The minutes of the previous meeting are approved as presented. Director Low abstains from the action, as he was not present at the meeting.

Oral communications: This portion of the meeting is set aside for persons wishing to address the board on any matter not on the agenda. There is no public comment.

Written communications: An email has been received from Mr. Brian Conlisk, citizen, thanking the District for services provided.

Reports: The following items are submitted for action in one motion:

San Jose/Santa Clara Water Pollution Control Plant: Minutes of the November 10, 2011, meeting of the Treatment Plant Advisory Committee.

Investment of District Funds: Report on commingled funds invested by the County of Santa Clara for West Valley Sanitation District as of October 31, 2011, and the report from the County Controller as of September 30, 2011.

Consolidated Income and Expense Statement of West Valley Sanitation District for the period ended October 31, 2011.

Status Report on the 2010 Sanitary Sewer Repairs contract with Pacific Underground Construction, Inc. as of November 2011.

The reports are accepted.

There is no unfinished business to come before the board.

Consent Calendar: The following items are submitted for action in one motion:

Approval of payment of invoices: November 10 – December 14, 2011.

Authorization for board members and executive staff to attend the California Association of Sanitation Agencies conference, January 18-20, 2012, in Palm Desert, California.

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Quitclaim of Sewer Easements to Nancy E. Kessler Trustee, 20626 Brookwood Lane, Saratoga; Patricia J. Brockett Trust, 20620 Brookwood Lane, Saratoga; and David S. Johnson, 20616 Brookwood Lane, Saratoga; ADOPTION OF RESOLUTION NOS. 11.12.23, 11.12.24, and 11.12.25, RESOLUTIONS AUTHORIZING THE EXECUTION OF QUITCLAIM DEED.

Ratification of the negotiated sale price of \$25,000 with 7% financing over 18-month payment term for the sale of surplus vehicle and equipment, a 1996 Ford E-350 Econoline Van and associated closed caption television equipment, to Subdynamic Locating Services, Inc. of San Jose.

Authorization for the District Manager to execute a Professional Service Agreement with iWater, Inc., and issue Task Order 11-01 for \$45,994 to purchase and integrate six (6) enterprise licenses of infraMap software. The software will provide district staff with better accessibility of data in the field, increase operational efficiency, and enhance customer service.

Board meeting schedule for January-June, 2012: The schedule calls for one board meeting a month, on the second Wednesday, except March and April with a second meeting scheduled on the fourth Wednesday.

The consent calendar is approved.

ADOPTION OF RESOLUTION No. 11.12.26, RESOLUTION AMENDING THE DISTRICT'S "457 (B) DEFERRED COMPENSATION PLAN. This item is removed from the consent calendar for separate discussion. The board expresses concern on the service provided by the plan administrator, Hartford Life Insurance Companies. Staff assures the board that the contract with Hartford may be terminated or amended at any time. The resolution is adopted.

Under new business is the approval of the Assistant District Manager and Engineer job description. This new position is created, at the request of the board, to ensure a successful transition of management upon the manager's intended retirement next year. The board approves the new job description after discussion.

Closed Session: The board adjourns at 6:12 p.m. to closed session pursuant to Government Code Section 54957(b)(1): Public employee appointment - Position: General Manager.

The board reconvenes in open session at 6:38 p.m. No actions were taken.

There are no directors' items.

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There being no further items of business, the meeting is adjourned at 6:40 p.m.

DIANE MCNUTT, CHAIRPERSON

Attest:

Secretary