



# Diablo Vista Water System

## MINUTES

### DIABLO VISTA WATER SYSTEM ADVISORY BOARD MEETING

6:30 p.m.

Small Conference Room

100 Gregory Lane, Pleasant Hill, California 94523

October 4<sup>th</sup>, 2016

**MEMBERS PRESENT:** Phil Williamson Jack Sciaroni  
Gaston Habets Dennis Roda  
Steve Zalewski Claire Voorhies  
Mario Moreno, City Engineer

**MEMBERS OF**  
**THE PUBLIC PRESENT:** Brian Turner (ControlCo)

**CALL TO ORDER:** The meeting was called to order at 6:33 p.m. by Phil Williamson

**PUBLIC COMMENT:** None

### **DISCUSSION ITEMS:**

### **OLD BUSINESS:**

#### Minutes of the Previous Meeting:

A motion to waive reading the Minutes of the Board meeting held on June 21<sup>st</sup>, 2016 was motioned for approval by Steve Zalewski and seconded by Gaston Habets. After a call for discussion and a vote by Phil Williamson, the motion to approve the Minutes passed unanimously.

### **NEW BUSINESS:**

#### Speaker: Brian Turner from ControlCo will discuss the following:

- Upgrade of the controller logic and possibility of installing a VFD to either pump 1 or 3.
- Overview of more secure options for remote connectivity (current Intellistar account).
- Installation of an emergency shut down process/logic to prevent the pumps drying out.

Brian Turner provided a comprehensive overview of the recommendations to consider for upgrades at the pump house.

Installing VFD's on all three pumps is a consideration, this would give maximum flexibility.

If a VFD was installed on Pump #3, that pump would carry the load of the system, except during extra heavy useage. However, the motor on Pump #3 is not designed for a VFD, it may last for a short time, or it could last for a couple of years. The VFD would not be damaged if Pump #3 failed. The controller is aging, it is 8 years old and controllers generally have a lifespan of 10 years. An upgrade is recommended.

An electronic diagram was shared to outline how the IT process works. The current IP address needs to be hidden, it is currently not and Intellastar are no long offering this kind of contract as it is a security risk. For these reasons a 2-step authentication process is recommended to gain access to the DVWS interface. A VPN is needed, ControlCo is able to offer this along with the 2-step authentication process. Alternatively, the other option is to continue with Instellastar which would result in paying two invoices for generally the same amount.

A motion to approve accepting ControlCo's bid to upgrade to a VPN and to work with Verizon (Intellastar) was made by Steve Zalewski and seconded by Gaston Habets. After a call for discussion and a vote by Phil Williamson, the motion passed unanimously.

One recommendation for an emergency shut down process was to add three probes to the pumps, the pumps can then be set to turn off at any probe. Accuracy in regards to gallons is important and the level of water is important so the pumps don't dry out.

Rebates are available through utility companies for this type of work.

*Action item – Claire Voorhies will obtain a detailed quote from ControlCo for VFD's to be installed on Pump #1 and Pump #3 with upgrades on the controllers and to replace the current controller and sensors. The quote will include Electrical Installation.*

Review the number and nature of calls received by the dispatcher for the period from June 21<sup>st</sup> to October 4<sup>th</sup>, 2016:

Total of 68 calls/emails. Calls consisted of residents reporting low pressure, new residents to the system, leaks, overwatering and valve replacements. Residents are beginning to enquire about when the water will be turned off for the season.

Budget Expense and Income/rate review:

The budget shows stability now, water conversation over the last few years has helped. Inflation and the cost of living will be looked at in the future. The DVWS budget will be more extensively discussed at the December 20<sup>th</sup>, 2016 Board meeting.

Discuss the need to open a vacated Engineer Position – discuss job description and hiring procedure:

It was determined there is a need for an additional Engineer who is available on weekdays during the day. A previous Assistant Engineer candidate will be contacted to enquire if he would be interested in the position. This candidate has already been interviewed by the Board. There is not a great sense of urgency in filling the position as the season winds down but this would be something to get started on in January if the position was not filled by then.

Review the DVWS current webpage and identify needed updates:

The webpage is currently up to date with information and the dispatch number so residents can call to receive any updates on the system. If Board members notice items on the webpage that need updating they should contact Claire Voorhies.

Review a request from the homeowner of 500 Soule Avenue to be connected to the DVWS service:

Currently, no policies are in place for residents that wish to connect to DVWS. At this time the Board is not in a position to authorize extending the boundaries. Request was denied. A letter will be sent to the homeowner with notification of the decision.

Report from Engineers on system repairs, operations updates and concerns:

Overall the system is running well. The service and repacking of Pump #2 conducted by Kvilhaug Drilling & Pump, Inc., has improved the efficiency of Pump #2.

Provide operational status of Pump #3:

Jack Sciaroni will contact Kvilhaug Drilling & Pump, Inc., to get a quote for rewinding Pump #3, or what the cost of a completely new pump would be.

Action Item – Jack Sciaroni to contact Kvilhaug regarding improvements to Pump #3.

Review repairs completed to Pump #2 and proposed maintenance plan:

Item was discussed previously, it was agreed that if the Board decides to put a VFD on Pump #1, the consensus is that Pump #2 will work fine. 90% of the delivery this season has come from Pump #2.

Approval of Advisory Board meeting stipend distribution.

A motion to approve payment of the October 4th, 2016 meeting stipend fees to the Advisory Board members and Engineers was made by Steve Zalewski and seconded by Gaston Habets. After a call for discussion and a vote by Phil Williamson, the motion passed unanimously.

**OTHER BUSINESS:**

There being no further business presented before the Board, the meeting was adjourned at 8:30 p.m.

Respectfully submitted by: \_\_\_\_\_

  
Claire Voorhies, Secretary