



Diablo Vista Water System

MINUTES

DIABLO VISTA WATER SYSTEM SPECIAL ADVISORY BOARD MEETING

6:00 p.m.
Small Community Room
100 Gregory Lane, Pleasant Hill, California 94523

June 3, 2019

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

MEMBERS ABSENT: Brian Corcoran

**MEMBERS OF
THE PUBLIC PRESENT:** None

CALL TO ORDER: 6:03 pm

PUBLIC COMMENT: None

DISCUSSION ITEMS:

OLD BUSINESS:

Minutes of the Previous Meetings:

A motion to waive reading the Minutes of the Board meeting held on March 13, 2019 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.

Review quote from Kvilhaug Drilling & Pump, Inc., regarding establishing an on-going pump house maintenance plan:

Kvilhaug have been unable to provide a quote for on-going pump house maintenance. It was suggested that they be called out every 6 months to inspect the pumps and make any maintenance recommendations. This was agreeable to the Board.

NEW BUSINESS:

Review the number and nature of calls received by the dispatcher for the period of March 14, 2019 to date:

34 calls/emails – mostly reporting minor leaks, new residents, or requesting their valve be turned on after completion of a repair.

Request from CCWD to provide a legal description and plat map for the pump house, pipelines, utility pole and all utilities (underground and aerial). Review proposal from LCC for this work. Required for the US Bureau of Reclamation license:

Proposal was reviewed by the Board. The Board agreed this work is necessary to keep moving forward with the US Bureau of Reclamation License. The cost of the proposal is \$4,400.

A motion to accept a proposal in the amount of \$4,400 from LCC to provide a legal description and plat map for the pump house, pipelines, utility pole and all utilities (underground and aerial) 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.

Action Item: Claire Voorhies to notify Deirdre Castillo and/or LCC, to begin process

Discuss the process for DVWS becoming a member of USA North 811:

USA North 811 is responsible for issuing tickets to utilities to have them mark their lines if digging is going to occur in the street or roadway. It is recommended that DVWS become a member of USA so they can be notified if digging is going to occur near their pipes. The notification would come from USA to the dispatcher via email, at which point DVWS has 48 hours to mark their lines. The cost to become a member is minimal.

A motion to approve becoming a member of USA North 811 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.

Action Item: Claire Voorhies to forward agreement to Board for review and signature

Review city's recent paving project and leaks of system pipes during the paving process:

Mario Moreno provided an overview of the recently completed 2019 Street Resurfacing Project. There were a couple of DVWS water street leaks in the areas that were being resurfaced. The remaining budget for repairs and maintenance for FY 2018/19 is \$8,150.54.

Review the possibility of upgrading phones under current Verizon plan:

The DVWS phones under the current Verizon plan are eligible to be upgraded to iPhone 7's at no additional charge. This was effective from September 2018.

Action Item: Claire Voorhies to order three new phones from Verizon for DVWS staff and Board members

Review the maintenance plans and operational needs of the system:

The broken valve box at 113 Patterson is still outstanding. Dennis Roda will complete this project within the next two weeks. A couple of the valve lids on Roberta and Soule need to have their numbers re-welded on them as they were displaced during the resurfacing project. Dennis will complete this project and bill for the time spent on it.

Action Item: Dennis Roda will complete 113 Patterson and re-weld the valve boxes on Roberta & Soule

Approve the Advisory Board meeting stipend distribution:

A motion to approve payment of the June 3, 2019 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 before the Board, the meeting was adjourned at 7:18 p.m.

Respectfully submitted by: _____



Claire Voorhies, Secretary