



Diablo Vista Water System

MINUTES

DIABLO VISTA WATER SYSTEM SPECIAL ADVISORY BOARD MEETING

6:00 p.m.

Large Community Room
100 Gregory Lane, Pleasant Hill, California 94523

September 17, 2019

MEMBERS PRESENT: Gaston Habets
Phil Williamson
Steve Zalewski
Claire Voorhies
Jack Sciaroni
Brian Corcoran
Deirdre Castillo, Senior Civil Engineer (City of PH)

MEMBERS ABSENT: Mario Moreno, City Engineer

**MEMBERS OF
THE PUBLIC PRESENT:** None

CALL TO ORDER: 6:00 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 June 3, 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.

Update on legal description and plat map for the pump house, pipelines, utility poll and all utilities – prepared by LCC for CCWD:

Deirdre Castillo provided an update – LCC signed and finalized the agreement – Deirdre went through the agreement with CCWD and made some modifications. The agreement is currently with the City Attorney's office for signature. At this point a Board member will not be required to sign the agreement, but if that changes the Board will be notified. This will provide DVWS with a 25 year license to operate.

NEW BUSINESS:

Review the number and nature of calls received by the dispatcher for the period of June 3, 2019 to date:

43 calls/emails – mostly reporting minor leaks, numerous complaints about the level of algae in the system, new residents, or requesting their valve be turned on after completion of a repair.

Discuss the Chief Engineer position and status of recruitment for Engineer:

Congratulations and thank you to Jack Sciaroni for filling the position of Chief Engineer effective September 1, 2019. To date there have not been any applications received for the Engineer position. The Engineer position has been advertised by a mailing to all DVWS customers and via Notify Me and will remain open until filled.

Review the maintenance plans and operational needs of the system, including any outstanding maintenance items open since the resignation of Dennis Roda, Chief Engineer:

The G-5 valve can at 419/421 Beatrice Road needs to be repaired following the completed street resurfacing project. The City is aware of this and will be using the City hired contractor JCC, Inc to conduct the repair.

It was recommended Kvilhaug conduct an overview of the pumps near to the date that the system will be shut down so they can assess the pumps while the system is running and troubleshoot any issues that might need to be addressed in the off season.

Review the term limits for each Board member and Chairperson term limits:

Phil Williamson's term expires in September 2019. An interview is scheduled for his reapplication. Steve Zalewski's term expires in October 2021 and Gaston Habets term expires October 2023. Phil Williamson currently acts as the Board Chair, but his position will be up for election in March 2020, it was asked if he is willing to continue until that election, or if a switch should be made now. A motion to approve Phil Williamson continuing in the role as DVWS Chairperson was made by Steve Zalewski and seconded by Gaston Habets. After a call for discussion and a vote by Phil Williamson, the motion to approve the motion passed unanimously.

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:

Water Actuals:

Update on water consumption was provided by Claire Voorhies. DVWS users are using less water in comparison with previous years. This information is tracked monthly and updated on the City website.

New DVWS Map:

Discussion regarding updating the DVWS maps to reflect where new pipe has been laid. The City does not currently have GIS capability, but this task could be outsourced and will be tabled for our December meeting.

There being no further business before the Board, the meeting was adjourned at 6:40 p.m.

Respectfully submitted by:



Claire Voorhies, Secretary