



Diablo Vista Water System

MINUTES

DIABLO VISTA WATER SYSTEM ADVISORY BOARD MEETING

June 16, 2020
6:30 p.m.
Via Teleconference

MEMBERS PRESENT: Gaston Habets
Phil Williamson
Steve Zalewski
Claire Voorhies
Jack Sciaroni
Brian Corcoran
Sha Azari
Mario Moreno, City Engineer
Deidre Castillo, PH Senior Civil Engineer

MEMBERS ABSENT: None

MEMBERS OF
THE PUBLIC PRESENT: Ling King, City IT Director
Ariane Habets

CALL TO ORDER: 6:30 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 April 21, 2020 was motioned for approval by Steve Zalewski and seconded by Phil Williamson. After a call for discussion and a vote by Gaston Habets, the motion to approve the Minutes passed unanimously.

NEW BUSINESS:

Introduction of recently hired Staff Engineer:

Sha Azari was introduced as the new Staff Engineer for DVWS. Sha explained his lengthy experience in construction and is looking forward to joining the DVWS team.

Update on DVWS digital map status:

Ariane Habets provided an update on the status of the digital map which is almost complete. The City will provide a printed copy for Ariane to review and add/delete information. It was suggested the map should be updated on a yearly basis which Ariane would be willing to do. Continuous feedback is encouraged from the DVWS staff once they start using the map in the field.

Review the number and nature of calls received by the dispatcher for the period of April 21, 2020 to date:

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

Update on Phase II of the 12-inch water main replacement from the pump house to Oakvue Road. Review proposal for additional design services for Phase II:

Presentation given by City of Pleasant Hill Senior Civil Engineer, Deirdre Castillo – outlining the status of the project. There is a balance of \$23,380 left in the Ruggeri-Jensen-Azar design budget. A motion to approve the use of the remaining \$23,380 to clarify easements and the route the pipeline needs to take was made by Gaston Habets and seconded by Steve Zalewski. After a call for discussion and a vote by Phil Williamson, the motion passed unanimously.

Deirdre Castillo also notified the Board that the US Bureau of Reclamation license that allows DVWS to continue operation and maintenance of DVWS and to replace the 12” main on USBR property was executed on June 5, 2020 and will expire in 25 years on June 5, 2055.

Review the maintenance plans and operational needs of the system – including bids for the pump house roof replacement, power supply at the pump house and the system app:

Quotes for repairs of the roof are still being obtained. There was some minor damage to the roof in a recent wind storm. Jack Sciaroni is going to contact East Bay Regional Park District regarding the process for getting a permit for repairs given the current COVID-19 situation.

Overheating at the pump house has not been an issue to date, so PG&E has not needed to be contacted.

Board and Engineers are still having trouble accessing the app which allows the system to be shut down remotely. Phil Williamson will follow-up with OTI or Brian Turner to resolve.

Erik Kvilhaug will be repacking Pump #2 on June 17th.

Discuss the salary structure and process for a potential salary increase for DVWS Engineers and staff:

Salary increase options were discussed based on Cost of Living Adjustment (COLA) with a proposed 25% increase. Given the current economic environment it was suggested that this item be addressed at the December Board meeting and taken to City Council at that time.

Approve the Advisory Board meeting stipend distribution:

A motion to approve payment of the June 16, 2020 meeting stipend fees to the Advisory Board members and Engineers was made by Steve Zalewski and seconded by Phil Williamson. After a call for discussion and a vote by Gaston Habets, the motion passed unanimously.

OTHER BUSINESS:

None.

There being no further business before the Board, the meeting was adjourned at 7:58 p.m.

Respectfully submitted by: _____



Claire Voorhies, Secretary