

**EAST PALO ALTO SANITARY DISTRICT  
BOARD OF DIRECTORS  
RESCHEDULED REGULAR BOARD MEETING MINUTES  
February 13, 2008**

1. Call to Order

A Rescheduled Regular Board Meeting of the East Palo Alto Sanitary District was called to order by Director Sykes-Miessi on Thursday, February 13, 2008, at 7:01 p.m. The meeting was held at the East Palo Alto Sanitary District Office located at 901 Weeks Street, East Palo Alto, California.

2. Roll Call

Directors Present

Joan Sykes-Miessi  
Edrick Haggans  
Glenda Savage-Johnson  
Goro Mitchell  
Betsy Yanez

Staff Present

Lee Hawkins, General Manager  
Karen Maxey, Administrative Services Director  
Malathy Subramanian, Legal Counsel

3. Communications from the Public

There were none.

4. Agenda Amendments

**Motion:** Director Haggans, seconded by Director Yanez, to move item 9 ahead of item 7. Motion passed unanimously.

5. Consideration/Approval of January 3, 2008, Regular Board Meeting Minutes

**Motion:** Director Savage-Johnson moved, seconded by Director Haggans, to approve the minutes of January 3, 2008. Motion passed unanimously.

6. Consideration/Approval of Resolution No. 946 Approving Withdrawal Orders and Authorizing Payment of Certain Bills.

**Motion:** Director Haggans moved, seconded by Director Sykes-Miessi, to approve Resolution 946 Approving Withdrawal Orders and Authorizing Payment of Certain Bills. Motion passed unanimously.

6.a Consideration/Approval of Resolution Authorizing the Renewal of an Industrial Discharge Permit for Touchatt Trucking

General Manager Lee Hawkins reported that this is a regular Industrial Discharge Permit, and the recommendation is to approve the renewal.

Mr. Ken Torke, Treatment Plant Compliance Division, reported that Touchatt Trucking is operating in accordance with expected procedures, and their only discharge is from a wash rack that is used to clean trucks.

**Motion:** Director Savage-Johnson moved, seconded by Director Yanez, to approve Resolution 947 Authorizing the Renewal of an Industrial Discharge for Touchatt Trucking. Motion passed unanimously.

7. Consideration/Acceptance of Staff Recommendation to Purchase Actuarial Services

Mr. Hawkins reported that the District is required to purchase Actuarial Services.

Administrative Services Director Karen Maxey noted the recommendation was for Bickmore Risk Services with a flat fee of \$5,000.

Mr. Hawkins added that the representative will meet with the Finance Committee to discuss options.

**Motion:** Director Savage-Johnson moved, seconded by Director Yanez, to approve the staff recommendation to purchase Actuarial Services with Bickmore Risk Services. Motion passed unanimously.

8. Consideration/Approval to Authorize District General Manager to Negotiate a Pilot Project for the Replacement of Inefficient Toilets

Mr. Hawkins reported he would continue discussions with the Water Company if the District is interested in the pilot project. The District would have to participate in funding the project. A section of the City would be selected, and portable meters would be placed at strategic points to monitor the flows. A rebate or replacement of toilets would be offered. If the pilot program is successful, it would be expanded. The anticipated cost for the pilot program is \$25,000-\$30,000.

Director Savage-Johnson commented that Redwood City has done a similar project, and she would be interested in the success of the program and how it was funded.

Mr. Hawkins responded that he would get the information from Redwood City.

Director Mitchell commented that decrease in flow would be estimated, and those costs would determine how long it would take to make the money back from the new toilets.

**Motion:** Director Haggans moved, seconded by Director Yanez, to authorize the General Manager to Negotiate a Pilot Project for the Replacement of Inefficient Toilets. Motion passed unanimously.