

**EAST PALO ALTO SANITARY DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING MINUTES
March 5, 2009**

1. Call to Order

2. A Regular Board Meeting of the East Palo Alto Sanitary District was called to order by Director Savage on Thursday, March 5, 2009, at 7:02 p.m. The meeting was held at the East Palo Alto Sanitary District Office located at the East Palo Alto Sanitary District Office located at 901 Weeks Street, East Palo Alto, California.

Directors Present

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

Staff Present

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

3. Communications from the Public

There were none.

4. Agenda Amendments

There were no changes to the agenda.

5. Consideration/Approval of February 12, 2009, Rescheduled Regular Board Meeting Minutes

Motion: Director Haggans moved, seconded by Director Yanez, to approve the minutes of the February 12, 2009, Rescheduled Regular Board Meeting. Motion unanimously approved.

6. Consideration/Approval of Resolution No. 966 Approving Withdrawal Orders and Authorizing Payment of Certain Bills

Motion: Director Haggans moved, seconded by Director Sykes-Miessi, to approve Resolution 966 Approving Withdrawal Orders and Authorizing Payment of Certain Bills. Motion unanimously approved.

7. Consideration/Approval of Comments on Local Agency Formation Commission (LAFCo) Revised Municipal Service Review

General Manager Lee Hawkins reported that LAFCo revised their report after receiving the Board's comments. There were no changes to the report other than the addition of

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the comments. The Board was asked to let him know if they had any changes. His comment was that LAFCo was making assumptions based on limited information and without independent analysis. He will take the document done previously and highlight the engineer's issues.

Director Sykes-Miessi recommended that the President be called upon to add to the report as well as including the Engineer's report.

8. Consideration/Approval to Authorize Sale and/or Disposal of Surplus Property

Mr. Hawkins reported that some of the upstairs furniture might not be used by the renters and those items can be added to the surplus list.

Motion: Director Haggans moved, seconded by Director Sykes-Miessi to authorize the sale and/or disposal of surplus property. Motion passed unanimously.

9. Manager's Report

Mr. Hawkins reported that the Maintenance Staff completed televising the sewer main, and the District Engineer expects that at some point repair might be needed. The District Engineer is preparing information to submit an application for possible stimulus funding. Staff is working on the 70th Year Anniversary although no date has been set; staff is putting together a calendar to promote the agency and provide information on handling grease, drugs, etc. The Budget Workshop is scheduled for March 26, 7 p.m. The budget will be reviewed at the next Board meeting. Based on City permits, the parking in front of the office is painted yellow for deliveries only, and handicap parking is located at the rear of the property. Fourteen calls for service were received in February; seven sewer mains were hydro cleaned; and 12 sewer mains were televised. Board members were reminded to submit their 700 forms (Statement of Economic Interest), and the CASA Napa Conference is scheduled from April 29-May 2.

10. Committee Reports

a) Engineering – no report

b) Finance

Director Sykes-Miessi reported that the Finance Committee paid bills.

c) Human Resources

Director Mitchell reported having a discussion about mentoring new board members and the concept of rotating board members within committees. This would occur in January on an annual basis.

d) Intergovernmental – No report

e) Facilities – No report

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11. Oral & Written Communication

12. Future Agenda

Budget will be on future agendas.

13. Adjournment

The meeting adjourned at 7:28 p.m.

APPROVED:

/s/Glenda Savage
Board President

/s/Joan Sykes-Miessi
Board Secretary