



**MINUTES**  
**of the Regular Meeting**  
**Monterey Regional Water Pollution Control Agency**  
**Board of Directors**  
**November 25, 2002**

**1. CALL TO ORDER**

The Regular Meeting of the Board of Directors of the Monterey Regional Water Pollution Control Agency was Called to Order by Chair Shirrel at 7:00 p.m. on Monday, November 25, 2002, in the Board Room of the Administrative Offices at 5 Harris Court, Building D, in Ryan Ranch.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

**BOARD MEMBERS PRESENT:**

Peggy Shirrel, Chair	Moss Landing County Sanitation District
Morrie Fisher, Vice-Chair	Pacific Grove
Ramiro Cortez	Boronda County Sanitation District
Jack D. Barlich	Del Rey Oaks
Tom Moore	Marina Coast Water District
Theresa Canepa	Monterey
Judy Pennycook	Monterey County
Gloria De La Rosa	Salinas
David Pendergrass	Sand City
Darryl Choates	Seaside
Dewey J. Baird	U.S. Army - Ex-Officio

**BOARD MEMBERS ABSENT:**

Carlo Cortopassi	Castroville Service Area 14
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**STAFF PRESENT:**

Keith Israel	General Manager
Robert Wellington	Legal Counsel
Dan Mizerski	Director of Wastewater Facilities

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Bob Jaques	Director of Engineering Planning and Technology
John Tiernan	Director of Administrative Services
Deborah Fortune	Executive Assistant
Greg Antosz	Environmental and Safety Services Manager
Richard Gilliam	Source Control Inspector II
Bob Holden	Reclamation Project Coordinator
Bill Franks	Distribution Mechanic/Operator II
Karl Klein	Source Control/Safety Technician
John Klein	Project Engineer
Jim Shook	Operations and Maintenance Program Coordinator
Kit West	Procurement Support Specialist
Charles Payne	Paint Inspector

**OTHERS PRESENT:** Bjorn Lundergard - City of Seaside - Public Works Department  
John Fair - City of Salinas - Public Works Department  
Les Turnbeaugh - City of Monterey  
Dianna Wells and Bob Rauch - Consultants

**AUDIENCE:** 0

**4. PUBLIC COMMENTS**

[At 7:01 p.m., with no comments received, Chair Shirrel opened and closed Public Comments.]

**5. CONSENT AGENDA**

**ACTION TAKEN:** On a motion by Mr. Fisher, seconded by Mr. Barlich, the Board unanimously approved the Consent Agenda (Items A through I), as follows:

- A. Approve Minutes: Regular Meeting - October 28, 2002
- B. Receive Financial Statements - July and August 2002
- C. Receive Comparison Percentage of Budget Expended Through October 2002 vs. 2001
- D. Receive Check Register – October 2002
- E. Receive Plant Flows and Effluent Quality for Connected Agencies, Plus Flow Charts for Fort Ord and Marina – October 2002
- F. Receive Actual vs. Budgeted Fiscal Year 2002/03 Expenditures for the Capital Improvement Program and Capitalized Equipment Fund
- G. Receive Actual vs. Anticipated Fiscal Year 2002/03 Revenues from Capacity Charges

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- H. Approve Resolution No. 2002-21, For Replacement of RTP Sanitary Sewer Pipeline Without Further Competitive Bidding
- I. Approve Resolution No. 2002-22, For Purchase of Two 250 HP Robicon Variable Frequency Speed Drives Without Formal Competitive Bidding Under Exception to Purchasing Resolution No. 87-19

**6. COMMITTEE REPORTS AND RELATED ACTION ITEMS**

**A. BUDGET/PERSONNEL COMMITTEE**

- 1. Receive and Approve Committee Minutes/Report - Thursday, November 14, 2002

**B. RECYCLED WATER STORAGE COMMITTEE**

- 1. Receive and Approve Committee Minutes/Report - Thursday, November 14, 2002

**ACTION TAKEN:** On a motion by Mr. Fisher, seconded by Mrs. Canepa, the Board approved the October 17, 2002, Budget/Personnel and Recycled Water Storage Committee Minutes/Report, which included the following recommendation(s):

- *That the Board approve the 2001/02 Financial Audit Report, and the continuance of the auditing firm of Vavrinek, Trine, Day & Company, Certified Public Accounts*
- *That the Board approve the 2003 Budget/Personnel-Recycled Water Storage Committee and Board meeting dates (see Minutes/Report dated November 14, 2002)*
- *That the Board approve that staff be directed to lower the employee PCS retail and mail order prescription drug co-pays to \$5/10/20 and \$10/20/40 respectively, effective December 1, 2002*
- *That the Board approve that the two current CSIP Distribution Operators be moved from contract status (with benefits) to regular full-time employees, and in addition, that a new classification be created entitled, Distribution Mechanic/Operator II, at Range 48*

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- *That the Board approve that, for the particular unique situation, the subject employee no longer be required to utilize sick/vacation/comp leave for the out-of-town (workers' comp) physician visits, not to exceed 12 hours per pay period, and that staff research if hours are due credited back to the employee*
  
- *That the Board approve a Special Board Meeting to be held on Monday, December 9, 2002, in order for staff to be able to make a recommendation to award the contract for construction of the Salinas Pump Station Variable Frequency Drive (VFD) Improvement Project*

**7. INFORMATIONAL ITEMS**

**A. Fort Ord Issues Update**

Mr. Buell reported no change this month.

**B. Reclamation Project Status Report Update**

Mr. Israel noted that the plant is shut down for the winter season. And, the ponds will be cleaned out in preparation for startup next spring.

**C. Strategic Planning Three-Year Goals (May 2002 through April 2003) and One-Year Objectives Update**

Mr. Israel noted that action and reports are just starting to come in on the appointed goals.

**8. STAFF REPORTS**

**A. General Manager/Legal Counsel**

Mr. Wellington reported that the letters regarding the capacity/connection fee issue went out to each of the member entities. Responses have been received from Pacific Grove, County of Monterey, Salinas and Monterey. A draft ordinance is under review by staff at Admin and the RTP. The ordinance will be taken to the Technical Advisory Committee in January, then will be brought back to the Board for approval.

In regard to the capacity charge issue letters, Mr. Moore reported that Marina Coast has had discussions with the City of Marina and they are trying to figure out procedurally how to address this issue.

**B. Department Head(s)**

There were no further reports.

**9. BOARD MEMBER COMMENTS**

Mr. Fisher and Chair Shirrel wished everyone a Happy Thanksgiving and Merry Christmas. But, the Board was reminded there is a special meeting on Monday, December 9, to award the Salinas Pump Station VFD bid.

[At 7:10 p.m., Chair Shirrel adjourned to Closed Session.]

Mr. Wellington announced that there would be a Closed Session on a personnel issue as listed on the agenda.

**12. CLOSED SESSION**

[At 7:13 p.m., Chair Shirrel convened Closed Session.]

[At 8:45 p.m., Chair Shirrel adjourned Closed Session and reconvened Open Session.]

Mr. Wellington reported that in Closed Session, the Board met on the listed agenda item, and received a report and proposed recommendations from consultants Dianna Wells and Robert Rouch, voted unanimously to approve the recommendations and requested the General Manager to proceed with developing a program for implementing the recommendations, consulting further and reporting to the Board as deemed necessary, and requested the consultants to meet with the employees the following day to report on their proposed recommendations. No other action was taken.

**13. ADJOURNMENT**

With no further business, the meeting adjourned at 8:49 p.m. to the next Special Meeting on Monday, December 9, 2002, at an earlier time of 6:00 p.m.

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Keith E. Israel  
General Manager/Secretary to the Board

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Peggy Shirrel, Ph.D.  
Chair of the Board of Directors

Date Passed: January 27, 2003