

**SANTA ROSA BOARD OF PUBLIC UTILITIES MEETING MINUTES  
THURSDAY, DECEMBER 1, 2011  
CITY HALL COUNCIL CHAMBER, 100 SANTA ROSA AVENUE  
REGULAR MEETING**

1:32 p.m. Mayor's Conference Room

**ROLL CALL**

Present (7) Chairman Dowd, Vice Chair Gale, Board Members Carney, Galvin, Lowry, Meechan and Swinth

**STATEMENTS OF ABSTENTION BY BOARD MEMBERS**

Vice Chair Gale stated that he would be abstaining from the closed session as he is now an Oakmont resident and added he will abstain from all future Oakmont items.

**STUDY SESSION**

**3.1 WEST COLLEGE WET WEATHER FACILITY PROJECT MODELING**

Danielle Dugre, Utilities Associate Engineer gave the staff presentation and discussed the findings of the feasibility study to expand the capacity of the West College Wet Weather Facility.

**MINUTES APPROVAL**

Board Member Galvin moved approval of the minutes for November 3, 2011. The motion was seconded by Board Member Swinth and carried unanimously AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**STAFF BRIEFINGS - NONE**

**CONSENT ITEMS**

**6.1 CONTRACT AWARD – ASTON AVENUE SEWER AND WATER IMPROVEMENTS**

Board Member Lowry moved a motion to pull 6.1 off the consent calendar in order to have a discussion. The motion was seconded by Board Member Carney and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

Board member Lowry asked for and received clarification on traffic concerns and the duration of the project.

**MOTION:**

Board Member Galvin moved to award a construction contract in the total amount of \$495,036.80 to the lowest responsive bidder, Ghilotti Construction Co. of Santa Rosa, CA, for the Aston Avenue Sewer and Water Improvements project and approve a construction contingency of 15 percent. The motion was seconded by Board Member Lowry and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**6.2 PROPOSED AMENDMENT NO.2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH MERRITT SMITH CONSULTING FOR PREPARATION OF A REPORT OF WASTE DISCHARGE AND NPDES PERMIT NEGOTIATION SERVICES**

Brenda Adelman, Russian River Watershed Protection Committee expressed concern about Regional Board delays & offsite storage pond monitoring.

The Board responded to Ms. Adelman's concerns.

**MOTION:**

Vice Chair Gale moved to approve Amendment No.2 to the Professional Services Agreement with Merritt Smith Consulting for preparation of a Report of Waste Discharge and National Pollution Discharge Elimination System (NPDES) discharge permit negotiation services. The motion was seconded by Board Member Carney and carried unanimously. AYES (7) NO (0) ABSENT (0) ABSTAIN (0)

**7. REPORT ITEMS - NONE**

**8. PUBLIC COMMENTS ON NON-AGENDA MATTERS - NONE**

**9. REFERRALS - NONE**

**10. WRITTEN COMMUNICATION (And Possible Board Action) - NONE**

**11. SUBCOMMITTEE REPORTS**

Board Member Galvin advised the next Contract Subcommittee meeting is on December 14.

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**12. BOARD MEMBER REPORTS**

Chair Dowd reported the December 6 City Council will conduct a Public Hearing regarding rate recommendations and encouraged Board members to attend.

**13. DIRECTORS REPORT**

David Guhin, Deputy Director gave updates regarding the Wastewater Treatment Plant operations and projects.

**14. ANNOUNCEMENT OF CLOSED SESSION ITEM(S) AND ADJOURNMENT TO CLOSED SESSION(S) (MAYOR'S CONFERENCE ROOM – ROOM 10)**

Suzanne Rawlings, Assistant City Attorney, announced the closed session item and the meeting was adjourned to closed session at 2:55pm.

**15. RECONVENE TO OPEN SESSION**

The Board adjourned to open session at approximately 3:45pm and the Chair announced there was no reportable action.

**16. ADJOURNMENT OF MEETING**

At 3:45pm the meeting was adjourned. The next regular meeting of the Board of Public Utilities will be held on Thursday, January 19, 2012 at approximately 1:30 p.m. in the Council Chamber, City Hall, 100 Santa Rosa Avenue, Santa Rosa.

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Richard Dowd

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Gina Perez