



MEMORANDUM TO: Community Advisory Committee

FROM: Solid Waste Specialist I,
Michelle Jeffery

SUBJECT: Sept. 12, 2007 Community Advisory
Committee (CAC) Meeting Minutes

DATE: Sept. 25, 2007

Present: CVSD Board Members: Dennis Waespi and Ralph Johnson. CVSD Staff: Roland Williams, General Manager; Janette Stuart, Administrative Services Supervisor; Tim Helton, Sr., Senior Collection System Maintenance Worker, and; Michelle Jeffery, Solid Waste Specialist I. CAC Members: Chair Gary Wolff, Vice Chair Anthony Graves and Members Aileen Chong-Jeung, Wanda Davis, Peter Chroman, and David Sadoff. David Silva attended as a member of the public.

Absent: Lucille Lorge and Hera Alikian

1. *Call to Order*

The meeting was called to order at 6:05 p.m. by Chair Wolff.

2. *Items from the Public*

There were no items from the public.

3. *July 10, 2007 CAC Meeting Minutes*

Minutes of the July 10, 2007 CAC meeting were discussed. Member Sadoff questioned comments made by Member Waespi under Board Comments, as he attended as a member of the public. It was stated that the Member Waespi was in fact a member of the public and should not have made comments under Board Comments. With that clarification, the Committee accepted the minutes with no modifications.

Member Chroman thanked staff for creating the Solid Waste and Wastewater glossary of terms, as he found them to be helpful. The Committee concurred.

4. *Collections System Maintenance Equipment Demonstration.*

Manager Williams introduced Senior Collection System Maintenance Worker, Tim Helton, Sr. who led the Committee to the rear yard area of the District for a demonstration of the second Hydro Flush Unit; the newest addition to the maintenance vehicle fleet.

Mr. Helton described many of the vehicle's features such as a 500-gallon water capacity, 100 feet of hose and a two diesel engine design on the 2007 Ford. It was noted that the vehicle has made work in the field more convenient, as the truck is small, easy to use and requires just one crewmember for set-up. The vehicle is generally used to clean lines prior to sending a CCTV camera down the lines for video inspections.

Board Member Waespi asked Mr. Helton what types of foreign objects are found in the sewer lines. Mr. Helton stated that many different objects have been found including tools, aluminum scraps and sewer cleaning devices/hoses.

Manager Williams recognized the Collection System Crew for their forward thinking and ingenuity, as it was their suggestion to add this vehicle to the fleet. The unit cost was approximately \$100,000.00 after saving thousands of dollars by manufacturing some items for the truck in-house.

5. *Commercial Users Advisory Committee.*

Manager Williams led a discussion detailing the history of the commercial rate increase as described in an agenda packet memorandum. It was stated that the goal of the discussion was to give the Committee enough background information to decide whether or not the Committee was comfortable taking on the project, as the District would like the CAC to help solve the dilemma of the commercial rate structure.

The background information presented included key meetings, ordinances and decisions made from July 1996 through July 2007. Manager Williams stated that District Consultant, Tom Pavletic, will present research findings to the Committee in October 2007, allowing for CAC review through January with a recommendation to be finalized by February 2008. New rates would then be submitted to the Board for approval on March 4, 2008 and become effective July 1, 2008.

The project was determined to require discussion at approximately four meetings. However, the Committee may decide to form a sub-Committee if more discussion is needed.

A discussion ensued regarding details of rate structure options including pros and cons of each. District staff agreed to distribute data to the Committee as soon as it became available. Chair Wolff felt the timeline was feasible. Board Member Johnson stated the Board would appreciate the input of the Committee, as the Committee represents the community well. Staff clarified that the rate adjustment would be revenue neutral and effect only commercial customers.

After much discussion, the Committee agreed to accept the non-residential sewer service charge rate structure project and agreed to the schedule for a February 2008 recommendation.

6. *Committee Goals.*

Manager Williams presented revised 2007 CAC Goals, which included discussions of the non-residential sewer service charge in both October and November. There is no meeting scheduled in December.

7. *Wastewater and Solid Waste Glossary.*

Manager Williams presented the two glossaries to the Committee for review. The Committee re-stated their appreciation of the glossaries. Staff agreed to update and re-distribute the glossaries annually.

8. *Wastewater Services Review and Program Recommendations.*

a. *Sanitary Sewer Management Plan (SSMP)*

Manager Williams distributed copies of the SSMP Development Guide. Phases one through four (1-4) were reviewed, and Manager Williams stated the status of each as it pertained to the District. It was noted that the District has completed phases one and two and is ahead of schedule to complete phase three.

The Committee discussed wastewater issues commonly found at restaurants. Manager Williams noted that chain restaurants are often in compliance of water quality standards, whereas smaller “mom and pop” establishments are more likely to be problematic.

Member Wolff asked if the District is still considering adopting an “inspection upon sale” policy for sewer laterals. Manager Williams stated that the Board will review the topic in December.

Manager Williams concluded by stating this item is for information only and that no feedback is required at this time.

9. *District Performance Indicators (DPIs).*

Manager Williams presented copies of the 2007/08 DPIs to the Committee. He stated they are developed with input from both staff and Board Members and help the District track projects through the year. SWSI Jeffery responded to an inquiry from Member Chong-Jeung and stated that food scrap recycling participation rates are at their highest since program inception. Manager Williams elaborated on many key DPIs for the Committee’s information. Chair Wolff complimented the District for developing user-friendly, practical DPIs.

10. *Board Member Comments.*

There were no Board Member comments.

11. *Miscellaneous Comments from Committee and Staff.*

Member Chong-Jeung inquired about the duration of District internships. Manager Williams confirmed that internships are not to exceed 1,000 hours per intern.

Manager Williams stated the District is currently negotiating with Waste Management of Alameda County (WMAC) to determine a resolution from the July lockout situation. The agreement may include credit to all single-family customers for one (1) month of services and consideration of District staff time lost due to the lockout. Manager Williams encouraged residents to continue to request credits from WMAC.

Member Silva thanked the District for inviting him to attend the Davis Street Transfer Station tour on August 13, 2007. He found the tour to be interesting and informative.

SWSI Jeffery presented the District’s recently completed used oil DVD, Finish the Job Right, stating copies are available for distribution. The Committee was invited to attend a tour of the BLT Transfer Station in Fremont on September 21, 2007. The Committee agreed to RSVP to SWSI Jeffery by noon on Friday, September 14, 2007.

12. *Adjournment.*

Seeing no further business before the Committee, the meeting was adjourned by Chair Wolff at 8:05 p.m. **The next meeting is scheduled for October 10, 2007.**