



**Board of Public Utilities  
Meeting Minutes - Final**

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Thursday, November 3, 2022

1:30 PM

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**1. CALL TO ORDER AND ROLL CALL**

Chair Galvin called the meeting to order at 1:31 p.m.

**Present** 6 - Chair Daniel Galvin III, Vice Chair William Arnone Jr., Board Member Lisa Badenfort, Board Member Mark Walsh, Board Member Mary Watts, and Board Member Glen Wright

**Absent** 1 - Board Member Christopher Grabill

**2. STATEMENTS OF ABSTENTION BY BOARD MEMBERS**

There were no Statements of Abstention from Board Members.

**3. STUDY SESSION**

None.

**4. MINUTES APPROVAL**

4.1 October 20, 2022 - Regular Meeting Minutes.

**Attachments:** [October 20, 2022 - Regular Meeting Minutes](#)

The minutes for October 20, 2022 were received and accepted as submitted.

**5. STAFF BRIEFINGS**

5.1 WATER SUPPLY UPDATE

Staff will update the Board on water supply issues. The Board may discuss this item and give direction to staff.

**Attachments:** [Presentation \(Uploaded 11-1-2022\)](#)

Peter Martin, Deputy Director - Water Resources, presented.

**6. CONSENT ITEMS**

Board Member Grabill joined the meeting at 1:42 p.m.

**Present** 7 - Chair Daniel Galvin III, Vice Chair William Arnone Jr., Board Member Lisa Badenfort, Board Member Christopher Grabill, Board Member Mark Walsh, Board Member Mary Watts, and Board Member Glen Wright

**6.1** RESOLUTION - AWARD - GENERAL SERVICES AGREEMENT NO. F002525 FOR BIOSOLIDS HAULING SERVICES WITH PONCIA FERTILIZER INC.

RECOMMENDATION: It is recommended by the Finance and Water Departments that the Board of Public Utilities, by resolution, approve award of General Services Agreement No. F002525, for a one-year term with four one-year renewal options for biosolids hauling services to the lowest responsive, responsible bidder Poncia Fertilizer, Inc., Cotati, CA in the amount not to exceed \$725,395.

**Attachments:** [Staff Report](#)  
[Resolution](#)  
[Exhibit A](#)  
[BPU Resolution No. 1304](#)

**A motion was made by Board Member Wright, seconded by Board Member Walsh, to approve RESOLUTION NO. 1304 ENTITLED "RESOLUTION OF THE BOARD OF PUBLIC UTILITIES APPROVING AWARD OF GENERAL SERVICES AGREEMENT NO. F002525 FOR BIOSOLIDS HAULING SERVICES WITH PONCIA FERTILIZER, INC.". The motion carried by the following vote:**

**Yes:** 7 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Grabill, Board Member Walsh, Board Member Watts and Board Member Wright

## 7. REPORT ITEMS

**7.1** REPORT - APPROVAL OF UPDATES TO THE WATER DEPARTMENT'S ENFORCEMENT RESPONSE PLAN AND THE SIGNIFICANT INDUSTRIAL USER ENFORCEMENT RESPONSE POLICY

BACKGROUND: The EPA Pretreatment Program for Significant Industrial Users (SIUs) is administered by the Environmental Compliance Section (ECS). Santa Rosa Water has an Enforcement Response Plan (ERP) that outlines operational procedures and enforcement mechanisms intended to ensure that all discharges to the sanitary sewer system are in compliance with Santa Rosa City Code, Title 15-Sewers and with the United States Environmental Protection Agency (USEPA) Pretreatment Regulations. The ERP was initially written in 1993 to comply with US EPA Pretreatment regulations for Significant Industrial Users (SIUs) and Categorical Users. The current plan revised the 1993 document and was adopted in 2010 and included a Significant Industrial User Policy (SIU Policy). Minor EPA audit findings required these revisions to the ERP and SIU Policy.

RECOMMENDATION: It is recommended by the Water Department that the Board of Public Utilities, by motion, approve updates to the Water Department's Enforcement Response Plan and the Significant Industrial User Enforcement Response Policy.

**Attachments:**    [Staff Report](#)  
[Attachment 1 - ERP \(Redline\)](#)  
[Attachment 2 - ERP \(Final\)](#)  
[Attachment 3 - SIU ERP Policy \(Redline\)](#)  
[Attachment 4 - SIU ERP Policy \(Final\)](#)  
[Presentation \(Uploaded 11-1-2022\)](#)

Patrick Pulis, Environmental Compliance Inspector, presented.

**A motion was made by Board Member Walsh, seconded by Board Member Watts to approve updates to the Water Department's Enforcement Response Plan and the Significant Industrial User Enforcement Response Policy. The motion carried by the following vote:**

**Yes:** 7 - Chair Galvin III, Vice Chair Arnone Jr., Board Member Badenfort, Board Member Grabill, Board Member Walsh, Board Member Watts and Board Member Wright

## **8. PUBLIC COMMENTS ON NON-AGENDA MATTERS**

## **9. REFERRALS - NONE.**

## **10. WRITTEN COMMUNICATION (AND POSSIBLE BOARD DISCUSSION) - NONE.**

## **11. SUBCOMMITTEE REPORTS**

Chair Galvin reported the Contract Subcommittee met on October 26th to review the proposed Professional Services Agreement with Woolpert, Inc, and it was unanimously recommended by the subcommittee.

## **12. BOARD MEMBER REPORTS**

Vice Chair Arnone provided a brief report on the October 26, 2022 UV Groundbreaking ceremony at the Laguna Treatment Plant.

## **13. DIRECTORS REPORTS**

Mike Prinz, Deputy Director - Water Reuse Operations, presented a report on: the UV Groundbreaking ceremony on October 26; the Water Supply Alternatives Plan, also know as Our Water Future, community meeting held via Zoom on October 26; and on a recent

storm-drain pet rescue executed by Santa Rosa Water Local Ops in partnership with Santa Rosa Fire.

#### **14. ADJOURNMENT OF MEETING**

Chair Galvin adjourned the meeting at 1:55 p.m. The next meeting of the Board of Public Utilities is scheduled for November 17, 2022.

**Approved on: November 17, 2022**

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**Dina Manis, Recording Secretary**