

SEWER AUTHORITY MID-COASTSIDE  
Staff Report

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**Subject / Title:**

Approve Disbursements – August 2009

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**Fiscal Impact:**

\$174,880.77 from Check Detail report.

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**Discussion/Report:**

*The wire transfers, payroll, and electronic debits made in July 2009 were as follows for:*

- Payroll and Payroll Taxes \$146,493.90
- \*CalPERS Retirement & Deferred Comp Wire Transfers \$ 9,645.89
- VSP, Assurant, & CalPERS Electronic Debits (Health Benefits) \$ 3,537.46

**Highlights of the Check Detail Report for August 2009 include the following:**

- H.T. Harvey & Associates - \$3,199.75 - This payment is for the biological monitoring services of the annual SAM property weed abatement program for 2009.
- Romig Engineers, Inc. - \$2,850.00 - This expense is for a preliminary site assessment for an underground storm water storage facility adjacent to Portola Pump Station in El Granada.
- East Bay Muni Utility District - \$2,500.00 - This disbursement is for the Bay Area Clean Water Agencies (BACWA) member dues for 2009-2010
- \*\*U.S. Postal Service - \$2,248.50 - This is a payment for the bulk mailing permit renewal and the postage for the summer 2009 issue of the SAM Clean Water Monitor Newsletter.
- Alifano Technologies LLC - \$1,125.00 - This disbursement is for review of SAM server system and for e-mail indexing.
- All Covered - \$220.00 - This expense is for an admin computer repair due to virus causing inoperability.

There were three (3) payments with pass through costs.

\*Normal July debits for CalPERS Retirement & Health payments will be reflected in the August 2009 Disbursement staff report due to changeover in electronic funds debit protocol.

\*\*Check No. 72020, to U.S. Postal Service was signed by Manger Foley and Director Lohman and hand-carried to the Half Moon Bay post office to expedite the mailing of the SAM Summer 2009 Clean Water Monitor Newsletter

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Sewer Authority Mid-Coastside  
Check Detail  
July 28 through August 24, 2009

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Original Amount</u>
72006	8/24/2009	3T Equipment Compa...	Inv 51523	11101 · First National	-676.01
			Safety Lights/SAM 1, 2 &7	5184012 · SAM Collection Eq...	676.01
TOTAL					676.01
71950	8/24/2009	Accountemps	Inv 24062576, 24079718, 24111736, 24144557, 24135919, 24181...	11101 · First National	-6,196.50
			Off Asst/Prjct Mgmt/WE 7/10, 7/17, 7/24, 7/31, 8/07/09	5021007 · Temporary	6,196.50
TOTAL					6,196.50
71958	8/24/2009	ADP, Inc.	Inv 598334, 605566, 613548, 623019	11101 · First National	-566.25
			Pyrl Prc/Qrtly Package 7/10, 7/24, 8/07/09	5041005 · Payroll Costs	566.25
TOTAL					566.25
71981	8/24/2009	Alifano Technologies ...	Inv 9286	11101 · First National	-1,125.00
			Onsite Svc/E-mail Indexing/Remote Svc	5054004 · Technical/ Consulti...	1,125.00
TOTAL					1,125.00
71949	8/24/2009	All Covered	Inv 394891	11101 · First National	-220.00
			Computer virus/repair/Admin	5054004 · Technical/ Consulti...	220.00
TOTAL					220.00
71964	8/24/2009	Allied Waste Services ...	Inv 0925-000649935	11101 · First National	-914.33
			Rubbish Coll/Disp 7/01/09 - 7/31/09	5052009 · Solid Waste	914.33
TOTAL					914.33

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Num	Date	Name	Memo	Account	Original Amount
71982	8/24/2009	Alves Petroleum, Inc.	Cust. No. 71090	11101 · First National	-1,318.37
			Gas/Treat	5152002 · Gasoline	292.20
			Diesel/Treat	5152001 · Diesel	256.92
			Gas/Coll	5152002 · Gasoline	217.45
			Diesel/Coll	5152001 · Diesel	551.80
TOTAL					1,318.37
71993	8/24/2009	AT&T	96075710685550, 65072660295115	11101 · First National	-692.62
			SAM Off/Alrm Dir Aug 09	5132001 · Telephone	692.62
TOTAL					692.62
71960	8/24/2009	at&t CALNET 2	6507268258790	11101 · First National	-11.79
			Centrex/Coastside Emergency Svcs 7/1/09 - 7/12/09	5132001 · Telephone	4.72
			Centrex/Coastside Emergency Svcs 6/13/09-6/30/09	22016 · Accrued Payables	7.07
TOTAL					11.79
71961	8/24/2009	Basic Chemical Soluti...	Inv SI5622483	11101 · First National	-4,482.95
			Plant Effluent Dechlorination	5162006 · Chemicals- NaOCL...	4,482.95
TOTAL					4,482.95
72009	8/24/2009	Browning-Ferris Indus...	June 09	11101 · First National	-8,586.05
	6/30/2009		Sludge Removal June 09	5052009 · Solid Waste	8,586.05
TOTAL					8,586.05
72001	8/24/2009	Cintas Corporation #J88	Inv 720, 444, 351, 240, 161	11101 · First National	-1,134.06
			Janitorial Svcs/July 09	5051001 · Janitorial	86.92
			Lndry Svc/Coll	5052002 · Laundry Service	160.08
			Lndry Svc/Treat	5052002 · Laundry Service	887.06
TOTAL					1,134.06

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72010	8/24/2009	Cintas Corporation #J88	Inv J88191108	11101 · First National	-86.92
	6/30/2009		Janitorial Svcs June 09	5051001 · Janitorial	86.92
TOTAL					86.92
71966	8/24/2009	Cintas First Aid & Safety	Inv 0156389434, 0156376566	11101 · First National	-1,311.54
			Defib Package Set/Svc Chg	5102005 · Safety Equipment	111.54
			Sfty Trng/Treat	5102001 · Safety Training	654.00
			Sfty Trng/Coll	5102001 · Safety Training	436.00
			Sfty Trng/Admin	5102001 · Safety Training	110.00
TOTAL					1,311.54
71990	8/24/2009	Coastside County Wat...	4829-0, 4828-0, Prtbl Mtr 2145022, Prtbl Mtr 2170401	11101 · First National	-3,240.23
			Mtr 68831475 7/1/09 to 7/20/09	5132004 · Water	851.61
			Mtr 55135463 7/1/09 to 7/27/09	5132004 · Water	47.18
			Prtbl Mtrs 2145022, 2170401	5132004 · Water	224.65
			Accrued from June 2009	22016 · Accrued Payables	2,116.79
TOTAL					3,240.23
72011	8/24/2009	Coastside County Wat...	004826000	11101 · First National	-4.86
	6/30/2009		Water Usage/Dedicated Fire Svc 4/20 to 6/22/09	5132004 · Water	4.86
TOTAL					4.86
71962	8/24/2009	CWEA-TCP	ID 7709, ID 9039	11101 · First National	-127.00
			Certificate Rnwl/K Antonelli	50810 · Skills Improvements	66.00
			Certificate Rnwl/P McGowan	50810 · Skills Improvements	61.00
TOTAL					127.00

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71959	8/24/2009	East Bay Municipal Uti...	Inv EMB-BDO-00333	11101 · First National	-2,500.00
			BACWA Member Dues 09-10	50610 · Memberships and Dues	2,500.00
TOTAL					2,500.00
71995	8/24/2009	Eaton Electrical Inc.	Inv 28962601	11101 · First National	-1,040.86
			Trblshoot/RepairBoiler/SAM Plant	5182005 · Plant Equipment	1,040.86
TOTAL					1,040.86
71951	8/24/2009	Fisher Scientific	Inv 7281724, 7358342	11101 · First National	-129.84
			Stopwatch	5172003 · Lab General	41.70
			Chemical Burn Station	5172001 · Lab Chemicals	88.14
TOTAL					129.84
72012	8/24/2009	H.T. Harvey & Associa...	Inv 27071	11101 · First National	-3,199.75
	6/30/2009		2009 Maintenance Mntrng/Kehoe Drainage	5041006 · Other Professional ...	3,199.75
TOTAL					3,199.75
71952	8/24/2009	Hach Company	Inv 6320842	11101 · First National	-160.13
			Nitrites Test	5172001 · Lab Chemicals	160.13
TOTAL					160.13
71953	8/24/2009	Half Moon Bay Alarm	Inv 27203, 27226, 27349	11101 · First National	-335.00
			Mnthly Mntrng Aug/Sept 09/Qtly Fire Sys Mntrg Oct, Nov, Dec 09	5142006 · Alarm System	335.00
TOTAL					335.00

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71973	8/24/2009	Half Moon Bay Auto P...	Inv 783220	11101 · First National	-59.03
			High Pressure Hose/SAM 4	5182002 · Vehicles	59.03
TOTAL					59.03
71974	8/24/2009	ICOMMM	Inv 651	11101 · First National	-4,200.00
			ICOM3 Cmpnt Implmntn/Data Integration	5041006 · Other Professional ...	4,200.00
TOTAL					4,200.00
71975	8/24/2009	IEDA, Inc.	Inv 15512	11101 · First National	-858.20
			Labor Relations Consulting Aug 09	5041001 · Personnel Assistance	858.20
TOTAL					858.20
71991	8/24/2009	Iron Mountain	Inv ANZ9889	11101 · First National	-204.02
			Storage Svcs Aug 09	5041006 · Other Professional ...	204.02
TOTAL					204.02
71983	8/24/2009	Irvine Consulting Serv...	Inv 66325	11101 · First National	-75.00
			Securitime Svc Aug 09	5054004 · Technical/ Consulti...	75.00
TOTAL					75.00
71994	8/24/2009	J. Cozzolino Landscape	Inv 2306	11101 · First National	-95.00
			Backflow Testing/ Portola PS	5142008 · Permits, Licenses a...	95.00
TOTAL					95.00

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71976	8/24/2009	James Ford	Inv 88221, 87926	11101 · First National	-1,295.76
			Radiator Repair/SAM 8	5182002 · Vehicles	1,160.81
			Tire Patch/SAM 7	5182002 · Vehicles	134.95
TOTAL					1,295.76
71967	8/24/2009	Jim Harvey	July 09	11101 · First National	-100.00
			Attendance SAM Bd Mtg 7/27/09	50110 · Directors Fees	100.00
TOTAL					100.00
71968	8/24/2009	John Muller	July 27, 2009	11101 · First National	-100.00
			Attendance SAM Bd Mtg 7/27/09	50110 · Directors Fees	100.00
TOTAL					100.00
72005	8/24/2009	Krystal Kleen	Inv 9094	11101 · First National	-1,050.00
			Janitorial Svcs/Seal & Polish Flrs/SAM Admin Bldg/Aug 09	5051001 · Janitorial	1,050.00
TOTAL					1,050.00
71972	8/24/2009	Leonard Woren	7/27	11101 · First National	-100.00
			Attendance SAM Bd Mtg 7/27/09	50110 · Directors Fees	100.00
TOTAL					100.00
71969	8/24/2009	Marina Fraser	July 27, 09	11101 · First National	-100.00
			Attendance RWC & SAM Bd Mtg 7/27/09	50110 · Directors Fees	100.00
TOTAL					100.00

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71977	8/24/2009	McMaster-Carr Supply...	Inv 34166067, 35102037	11101 · First National	-547.79
			Calibration Cylinders/Prts Wtr Reclamation Unit	5182005 · Plant Equipment	547.79
TOTAL					547.79
71985	8/24/2009	MCTV6	7/27/09	11101 · First National	-575.00
			Taping/7/27/09 RWC & SAM Bd Mtgs	5054004 · Technical/ Consulti...	575.00
TOTAL					575.00
71963	8/24/2009	Minuteman Press	Inv 1453393	11101 · First National	-347.69
			Printing/Purchase Orders	50710 · Printing and Publicati...	347.69
TOTAL					347.69
71955	8/24/2009	Municipal Maintenanc...	Inv 0055423-IN	11101 · First National	-873.13
			Camera Repair	5184012 · SAM Collection Eq...	873.13
TOTAL					873.13
72007	8/24/2009	Ocean Shore Hardware	July 09	11101 · First National	-195.97
			Hand Sanitizer/Plastic Seal Patch	5182005 · Plant Equipment	45.20
			Fasteners/GFCI Wall Plate/Mntra & Airport LS	5184011 · Lift Station- MWSD	37.43
			Weed Killer/LS & Plant	5182003 · Building and Grounds	22.93
			Mrkng Paint/Marker	5184012 · SAM Collection Eq...	30.07
			Sprypaint/Caulk/San Pablo LS	5184010 · Lift Station- GSD	12.08
			Stainless Steele Brush/SAM 4	5202002 · General Tools	3.49
			Extention Cord/Oil Chain	5182005 · Plant Equipment	44.77
TOTAL					195.97

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71954	8/24/2009	Olin Corp. - Chlor Alkali	1180296, 1180297, 1170227, 1181351	11101 · First National	-12,534.80
			Hypo/Odor Control/SAM Plant	5162004 · Chemicals- Hypocl...	8,762.53
			Hypo/Odor Control/Prnctn & Mntra PS	5162006 · Chemicals- NaOCL...	3,772.27
TOTAL					12,534.80
72013	8/24/2009	Pacific EcoRisk	Inv 6240	11101 · First National	-4,020.00
	6/30/2009		Toxicity Testing Svcs 6/16/09 to 6/19/09	5052003 · Outside Lab Analysis	4,020.00
TOTAL					4,020.00
72014	8/24/2009	Parsons Accounting	Inv 15065	11101 · First National	-3,300.00
	6/30/2009		Accounting Svcs June 09	5041006 · Other Professional ...	3,300.00
TOTAL					3,300.00
71997	8/24/2009	Peterson Power Syste...	Inv R1920903, R1920904, SW240072837, CM R19209041, R1920...	11101 · First National	-21,553.98
			Trblsht Gen/Gen Rntl/SAM Plant 7/07 to 8/22/09	5182005 · Plant Equipment	21,553.98
TOTAL					21,553.98
72015	8/24/2009	Peterson Power Syste...	Inv R1920902	11101 · First National	-5,887.23
	6/30/2009		Gen Rntl/SAM Plant	5182005 · Plant Equipment	5,887.23
TOTAL					5,887.23
71986	8/24/2009	PG & E	8835118537-1	11101 · First National	-25,112.71
			Electric/Treat 7/1/09 to 7/23/09	5132002 · Electric	13,741.37
			Gas/Treat 7/1/09 to 7/14/09	5132003 · Natural Gas	22.25
			PG&E Costs 6/12/09 through 6/30/09	22016 · Accrued Payables	11,349.09
TOTAL					25,112.71

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71998	8/24/2009	Polydyne, Inc.	Inv 484349	11101 · First National	-2,300.00
			Poly/Sludge Dewatering	5162007 · Chemicals- Polymer	2,300.00
TOTAL					2,300.00
72016	8/24/2009	ProjectBlueprint		11101 · First National	-2,294.92
	6/30/2009		Community Outreach/Sewer Science	5172004 · Public Outreach Ge...	2,294.92
TOTAL					2,294.92
71996	8/24/2009	R.F. MacDonald Co.	Inv 123994	11101 · First National	-801.26
			Reset & Reinstall/Main Switch Gear/SAM Plant	5182005 · Plant Equipment	801.26
TOTAL					801.26
71988	8/24/2009	Rain for Rent Bay Area	Inv 045021719	11101 · First National	-1,516.18
			Gen Rntl/Mntra PS 7/07/09 to 8/03/09	5184011 · Lift Station- MWSD	1,516.18
TOTAL					1,516.18
71970	8/24/2009	Ric Lohman	7/27/09	11101 · First National	-100.00
			Attendance RWC & SAM Bd Mtg 7/27/09	50110 · Directors Fees	100.00
TOTAL					100.00
71978	8/24/2009	Rogue Web Works, LLC	Inv 00000647	11101 · First National	-75.00
			Minutes/Agendas/Website Svcs July 09	5041006 · Other Professional ...	75.00
TOTAL					75.00
71979	8/24/2009	Romig Engineers, Inc.	Inv 2327-2	11101 · First National	-2,850.00
			Prelim Site Assessment/Storage Facility	5041003 · Engineering Fees	2,850.00
TOTAL					2,850.00

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71987	8/24/2009	San Mateo County Env...	Inv 176495	11101 · First National	-546.00
			Strm Wtr Insp 09-10/Rcyl Waste Oil/Solvent	5142008 · Permits, Licenses a...	546.00
TOTAL					546.00
72003	8/24/2009	San Mateo County Pu...	Inv 44879	11101 · First National	-458.25
			Enterolert Test/July 09	5052003 · Outside Lab Analysis	458.25
TOTAL					458.25
71971	8/24/2009	Scott Boyd	7/27/2009	11101 · First National	-100.00
			Attendance RWC & Sam Bd Mtg 7/27/09	50110 · Directors Fees	100.00
TOTAL					100.00
72004	8/24/2009	Sidley, Austin LLP	Inv 29040660	11101 · First National	-7,648.66
			Prfsnl Svcs/July 09	5041004 · Legal Services	7,648.66
TOTAL					7,648.66
72008	8/24/2009	Simms Plumbing & W...	Inv 7244JT	11101 · First National	-493.66
			Rplc Backflow Vlv/Prtla PS	5182004 · Pump Station	493.66
TOTAL					493.66
71992	8/24/2009	SRT Consultants	Inv 1020.77, 1020.73, 1020.76, 1020.74, 1020.75	11101 · First National	-28,743.65
			RW Fclty Stdy/Clarifier Corrosion/WWFMP Design/IPS Rpr/OCP 7...	5041003 · Engineering Fees	28,743.65
TOTAL					28,743.65

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71965	8/24/2009	Steven Melo, Inc.	Inv 21095, 21096	11101 · First National	-190.00
			Yd Maint/Prnctn & Prtla PS July 09	5182004 · Pump Station	90.00
			Yd Maint/SAM Plant July 09	5182003 · Building and Grounds	100.00
TOTAL					190.00
71999	8/24/2009	Terminix	Inv 288460751	11101 · First National	-190.00
			Pest Cntrl/SAM Plant July 09	5182003 · Building and Grounds	190.00
TOTAL					190.00
72017	8/24/2009	Terminix	Inv 287726737	11101 · First National	-190.00
	6/30/2009		Pest Control/SAM Plant June 09	5182003 · Building and Grounds	190.00
TOTAL					190.00
72002	8/24/2009	The UPS Store - #1604	Trans #9525	11101 · First National	-7.17
			Overnight Packet/J. Copeland	5111001 · Postage	7.17
TOTAL					7.17
72018	8/24/2009	The UPS Store - #1604	Trans #8216, 7853	11101 · First National	-24.42
	6/30/2009		Overnight Packet/J. Copeland	5111001 · Postage	17.37
			Drawings/TJC & Associates	5111001 · Postage	7.05
TOTAL					24.42
71956	8/24/2009	Tim Costello	July-Aug 09	11101 · First National	-245.00
			CWEA Trng Mtg/T Costello 7/16/09	50810 · Skills Improvements	35.00
			CWEA Trng Mtg/T Costello, G. Long 8/20/09	50810 · Skills Improvements	70.00
			CWEA Trng Mtg/J. Tracy 8/20/09	50810 · Skills Improvements	35.00
			CWEA Trng Mtg/McGowan, Szabo, Sandoval 8/20/09	50810 · Skills Improvements	105.00
TOTAL					245.00

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72020	8/24/2009	U.S.Postal Service*	<b>Bulk Mailing</b>	<b>11101 · First National</b>	<b>-2,248.50</b>
			Blk Mailing/SAM Newsletter Summer 09 Issue	5172004 · Public Outreach Ge...	2,248.50
TOTAL					2,248.50
71984	8/24/2009	Underground Service ...	<b>Inv 90070780, 90070486</b>	<b>11101 · First National</b>	<b>-300.00</b>
			Annl Membership 09-10	50610 · Memberships and Dues	300.00
TOTAL					300.00
72019	8/24/2009	Underground Service ...	<b>Inv 90070486</b>	<b>11101 · First National</b>	<b>-99.00</b>
	6/30/2009		Service Alerts/GSD 11/24/08 to 6/25/09	5054007 · Outside Service- G...	99.00
TOTAL					99.00
72000	8/24/2009	USA Blue Book	<b>Inv 836148</b>	<b>11101 · First National</b>	<b>-181.91</b>
			Basket Strainers/S02 Sample	5182005 · Plant Equipment	181.91
TOTAL					181.91
71957	8/24/2009	USA Mobility	<b>Inv S6196900G, S6196900H</b>	<b>11101 · First National</b>	<b>-140.34</b>
			Pager Svcs 7/10/09 to 9/10/09	5142005 · Pagers	140.34
TOTAL					140.34
71989	8/24/2009	USBank	<b>7/09</b>	<b>11101 · First National</b>	<b>-1,634.01</b>
			Coffee/Paper Plates/Bath Tissue/Cocoa	5111005 · General Supplies	23.37
			Pens/Cpy Paper/Strge Bxs/Flags/Envelopes	5111003 · Office Supplies	314.13
			CCWD/SRT/Conference Calls	22016 · Accrued Payables	45.10
			CASA Annl Conf Registration/J. Foley	50910 · Meetings and Travel	610.20
			Kinkos/Copies/Full Size Drawings	50710 · Printing and Publicati...	42.60
			Controller/SAM Plant	5182005 · Plant Equipment	267.68
			Coastside/DSL June 09	22016 · Accrued Payables	82.95

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			CWEA Mbrshp Rnwl	22016 · Accrued Payables	115.00
			Accrued office supplies	22016 · Accrued Payables	132.98
TOTAL					1,634.01
<b>71980</b>	<b>8/24/2009</b>	<b>Xerox Capital Services...</b>	<b>Inv 042164737</b>	<b>11101 · First National</b>	<b>-257.47</b>
			Mtr Rdng/B&W/Clr Copies 6/30/09 to 7/22/09	5141003 · Copy Machine	257.47
TOTAL					257.47