

**MINUTES OF THE MEETING OF THE  
BOARD OF DIRECTORS OF  
UNION SANITARY DISTRICT  
January 23, 2017**

**CALL TO ORDER**

President Handley called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

PRESENT: Tom Handley, President  
Pat Kite, Vice President  
Manny Fernandez, Director  
Jennifer Toy, Director

ABSENT: Anjali Lathi, Secretary

STAFF: Paul Eldredge, General Manager  
Karen Murphy, District Counsel  
Sami Ghossain, Technical Services Manager  
James Schofield, Collection Services Manager  
Armando Lopez, Treatment and Disposal Services Manager  
Pamela Arends-King, Business Services Manager/CFO  
Scott Martin, Mechanical Team Coach  
Mike Marzano, Environmental Health and Safety Program Manager  
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

VISITOR: Mike Connor, East Bay Dischargers Authority General Manager

**APPROVAL OF THE MINUTES OF THE MEETING OF JANUARY 9, 2017**

It was moved by Vice President Kite, seconded by Director Fernandez, to approve the Minutes of the Meeting of January 9, 2017. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Toy  
NOES: None  
ABSENT: Lathi  
ABSTAIN: None

## **MONTHLY OPERATIONS REPORT FOR NOVEMBER 2016**

This item was reviewed by the Legal/Community Affairs and Budget & Finance Committees. General Manager Eldredge reported the following:

- Odor Complaints: There was one odor complaint received by Collection Services in November 2016, and seven odor complaints received by the Treatment Plant. Details regarding the odor complaints received were included in the Board meeting packet.
- The Cogen system produced 70% of power consumed for the month of November 2016.

Business Services Manager/CFO Arends- King reported the following:

- Revenues:
  - Received \$607,000 in capacity fees during the month of November of which \$243,000 was received from William Lyons Homes.
- Expenses:
  - Expenses for all Work Groups were at or below budget.

General Manager Eldredge stated Monthly Operations Reports for each work group were included in the Board meeting packet.

## **WRITTEN COMMUNICATIONS**

There were no written communications.

## **ORAL COMMUNICATIONS**

There were no oral communications.

## **PRESENTATION BY EAST BAY DISCHARGERS AUTHORITY (EBDA) GENERAL MANAGER MIKE CONNOR**

EBDA General Manager Connor provided a presentation on his trip to Singapore International Water Week 2016.

## **DETERMINE DATE FOR CENTENNIAL OPEN HOUSE EVENT AND CONSIDER OPTIONS FOR BOARD INVOLVEMENT IN EVENT PLANNING**

Executive Assistant to the General Manager/Board Clerk McEvoy stated staff received Board direction to plan for an Open House in celebration of the District's centennial anniversary in 2018. Previous discussions resulted in consensus that May would be an optimal month to hold the event. Options for various levels of Board involvement in planning the event were presented. Staff recommended the Board set a date for the 2018 Centennial Open House and consider options for Board involvement in planning the event.

It was moved by Director Fernandez, seconded by Director Toy, to set the date for the District's Centennial Open House for May 19, 2018, and to direct staff to provide periodic event planning updates at regular Board meetings. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Toy  
NOES: None  
ABSENT: Lathi  
ABSTAIN: None

**CONSIDER MARCH 29, 2016, CLAIMS FILED BY MARIA DEL CARMEN BIBIANO AND FERNANDO TRUJILLO FOR ASSERTED LOSSES ASSOCIATED WITH TRAFFIC ACCIDENT**

This item was reviewed by the Legal/Community Affairs Committee. District Counsel Murphy stated that on March 23, 2016, a catering truck and a Toyota Corolla were involved in a traffic accident on Mission Boulevard. The "Cause" section of the Police Report stated "an associated factor in the collision was the improper positioning of a manhole cover" owned by Union Sanitary District, and also indicated the accident was caused by one of the drivers following too closely behind an unknown vehicle. On August 5, 2016, the District received a claim from Fernando Trujillo and Maria Del Carmen Bibiano. The claim indicated the claimants were seeking compensation for damage to their truck, for bodily injury, and for pain and suffering, but did not specify an amount of damages. The District's insurance carrier has submitted repeated requests for further information from the claimant's attorney, but has not received information regarding the amount of the claim. Staff recommended the Board send a notice of rejection of claim to their attorney of record which will begin the six month period for the claimant to file a complaint.

It was moved by Vice President Kite, seconded by Director Fernandez, to Deny the Claims Submitted by Maria Del Carmen Bibiano and Fernando Trujillo for Asserted Losses Associated with Traffic Accident and Send Written Notice of Denial to Claimant's Attorney of Record. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Toy  
NOES: None  
ABSENT: Lathi  
ABSTAIN: None

**CONSIDER A RESOLUTION OF APPLICATION TO LAFCO FOR ANNEXATION NO. U-293, DUMBARTON QUARRY REGIONAL PARK IN THE CITY OF FREMONT**

This item was reviewed by the Legal/Community Affairs Committee. Technical Services Manager Ghossain stated the Dumbarton Quarry Regional Park is a proposed recreational development that will include restroom facilities. Dumbarton Quarry Associates submitted a request to annex the Dumbarton Quarry Regional Park, a 91.01 acre parcel, to the District. The parcel lies outside the District's current boundaries, but

is within the City of Fremont limits. Annexation of the parcel will be needed to provide sanitary sewer service to the Dumbarton Quarry Regional Park, and Dumbarton Quarry Associates will construct the new sanitary sewer main. Staff recommended the Board consider a resolution of application requesting the Local Agency Formation Commission of Alameda County (LAFCO) begin proceedings for Annexation No. U-293, Dumbarton Quarry Regional Park, located at 9600 Quarry Road in the City of Fremont.

It was moved by Director Fernandez, seconded by Vice President Kite, to Adopt Resolution No. 2799, Submitting an Application by Union Sanitary District Requesting the Local Agency Formation Commission of Alameda County Begin Proceedings for Annexation No. U-293. Motion carried with the following vote:

AYES:	Fernandez, Handley, Kite, Toy
NOES:	None
ABSENT:	Lathi
ABSTAIN:	None

**####**

**RESOLUTION NO. 2799**

**A RESOLUTION OF APPLICATION BY UNION SANITARY DISTRICT  
REQUESTING THE LOCAL AGENCY FORMATION COMMISSION  
BEGIN PROCEEDINGS FOR ANNEXATION NO. U-293**

**BE IT RESOLVED**, by the Board of Directors of the UNION SANITARY DISTRICT that

**WHEREAS**, the UNION SANITARY DISTRICT desires to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, commencing with Section 56000 of the California Government Code, for the annexation of territory to District boundaries; and

**WHEREAS**, notice of intent to adopt this resolution of application has been given to each interested and each subject agency; and

**WHEREAS**, the territory proposed to be annexed is uninhabited, and a description of the boundaries of the territory is set forth in Exhibit A attached hereto and by this release incorporated herein; and

**WHEREAS**, this proposal is consistent with the Sphere of Influence of the District; and

**WHEREAS**, it is desired to provide that the proposed annexation be subject to the following terms and conditions:

1. Payment of District Ordinance No. 25.6 Annex Fee of \$162 per acre.
2. The annexation of territory referred to herein does not guarantee capacity will be available in UNION SANITARY DISTRICT's sewer system to serve said territory at the time sewer construction permits are desired; and

**WHEREAS**, the reason for the proposed annexation is to provide sanitary sewer service to the proposed facilities and recreational vehicle campsites within the Dumbarton Quarry Regional Park; and

**WHEREAS**, this Board certifies that this annexation has been reviewed in accordance with the provisions of the California Environmental Quality Act, and that the annexation of the property into the Union Sanitary District service area will have no adverse environmental impact as a result.

**NOW, THEREFORE, BE IT RESOLVED** that:

1. This Resolution of Application is hereby adopted and approved by the Board of Directors of the UNION SANITARY DISTRICT, and the Local Agency Formation Commission of Alameda County is hereby requested to take proceedings for the annexation of territory as described in Exhibit A according to the terms and conditions stated above and in the manner provided by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.
2. The UNION SANITARY DISTRICT Board of Directors does hereby request the Local Agency Formation Commission to waive the conducting authority for Annexation No. U-293.

Passed and adopted by the Board of Directors of UNION SANITARY DISTRICT at a regular meeting thereof held on the 23<sup>rd</sup> day of January, 2017, by the following vote:

AYES: Fernandez, Handley, Kite, Toy

NOES: None

ABSENT: Lathi

ABSTAIN: None

ADOPTED: 1/23/17

  
TOM HANDLEY  
President, Board of Directors  
Union Sanitary District

Attest:

  
ANJALI LATHI  
Secretary, Board of Directors  
Union Sanitary District



**AWARD THE CONSTRUCTION CONTRACT FOR THE DIGESTERS NO. 1 AND 3 ISOLATION VALVES PROJECT TO TNT INDUSTRIAL CONTRACTORS, INC.**

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated there are six primary and two secondary digesters at the Plant. Digester gas is collected from the top of each digester dome in individual stainless steel pipelines before combining to travel to the gas conditioning system. Staff have been unable to isolate the digester gas pipelines between the domes of Digesters No. 1 and 3, and Digester No. 3 is scheduled to be taken out of service in Spring 2017 for cleaning. The Project design includes installation of a temporary bypass piping system at Digesters No. 1, 2, and 3, and installation of digester gas isolation valves at Digesters No. 1 and 3. TNT Industrial Contractors, Inc. was the apparent low bidder with a bid of \$99,908, and a bid of \$0 for Bid Alternate A to provide for builder's risk insurance coverage. The Project's estimated completion is April 2017, and staff will provide construction management and inspection services. Staff recommended the Board award the construction contact, including Bid Alternate A, for the Digesters No. 1 and 3 Gas Isolation Valves Project to TNT Industrial Contractors, Inc. in the amount of \$99,908.

It was moved by Vice President Kite, seconded by Director Fernandez, to Award the Construction Contract, including Bid Alternate A, and waiving the bid irregularity, for the Digesters No. 1 and 3 Gas Isolation Valves Project to TNT Industrial Contractors, Inc. in the amount of \$99,908. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Toy  
NOES: None  
ABSENT: Lathi  
ABSTAIN: None

**AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT AND TASK ORDER NO. 1 WITH CAROLLO ENGINEERS FOR THE PRIMARY DIGESTER NO. 3 REHABILITATION PROJECT**

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the six primary and two secondary digesters at the Alvarado Wastewater Treatment Plant require periodic cleaning to remove accumulated debris and to maintain treatment capacity. Primary Digester No. 3 is scheduled to be cleaned in Spring 2017, a condition assessment will be performed after the cleaning is completed, and it will be rehabilitated before being put back into service. Carollo Engineers was selected due to their experience designing digester rehabilitation projects. Carollo will complete the design of the Project by July 2017, and staff anticipate construction will begin Fall 2017. Staff recommended the Board authorize the General Manager to execute an Agreement and Task Order No. 1 with Carollo Engineers in the amount of \$158,813 for the Primary Digester No. 3 Rehabilitation Project.

It was moved by Director Toy, seconded by Director Fernandez, to Authorize the General Manager to Execute an Agreement and Task Order No. 1 with Carollo Engineers in the amount of \$158,813 for the Primary Digester No. 3 Rehabilitation Project. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Toy  
NOES: None  
ABSENT: Lathi  
ABSTAIN: None

**AUTHORIZE THE GENERAL MANAGER TO EXECUTE TASK ORDER NO. 2 WITH WEST YOST ASSOCIATES FOR THE FORCE MAIN CORROSION REPAIRS PROJECT – PHASE 1**

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the District operates and maintains the transport system consisting of three pump stations, three lift stations, and 12 ½ miles of twin force main pipelines to convey wastewater to the Plant. There are 78 manholes along the pipeline alignment. Over time the manhole manways, blind flanges, and appurtenances have corroded. Staff performed visual inspection inside all 78 manholes and hired Carollo Engineers in 2016 to review the data collected during the inspections. Carollo recommended the corroded elements be rehabilitated or replaced. West Yost Associates completed the preliminary design services for the Project, and outlined a three phase plan to accomplish the repairs. Phase 1 will address corrosion repairs on the eastern force main's manholes. Design of the Force Main Corrosion Repairs Project – Phase 1 is scheduled to be completed in Spring 2017 with construction to follow in Summer 2017. Staff recommended the Board authorize the General Manager to execute Task Order No. 2 with West Yost Associates in the amount of \$113,464 for the Force Main Corrosion Repairs Project – Phase 1.

It was moved by Director Fernandez, seconded by Director Toy, to Authorize the General Manager to Execute Task Order No. 2 with West Yost Associates in the Amount of \$113,464 for the Force Main Corrosion Repairs Project. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Toy  
NOES: None  
ABSENT: Lathi  
ABSTAIN: None

**INFORMATION ITEMS:**

**Check Register**

All questions were answered to the Board's satisfaction.

### **Collection Services Preventative Maintenance Evaluation Report**

This item was reviewed by the Engineering and Information Technology Committee. Collection Services Manager Schofield stated the District's preventative maintenance program for the collection system has been, for the past 30 years, following a 72 month schedule for cleaning and inspecting the entire gravity system. Staff have identified problematic areas of the system and placed those on a more aggressive inspection and cleaning schedule in addition to accomplishing repairs as needed. West Yost performed a risk assessment calculation on each individual sewer main, and placed each of the District's lines into one of five risk categories. The categories are: A – Low Risk, B – Medium Low Risk, C – Medium Risk, D – Medium High Risk, and E – High Risk. Over 60% of the District's system was classified as Low to Medium Low Risk, while 7.6% was classified as Medium High to High Risk. Due to the findings, staff have increased the preventative maintenance schedule to 84 months for the lines identified as low to medium risk. The schedule increase is part of a two year pilot project, and the lines will continue to be monitored to ensure the increased maintenance schedule has no adverse effects. Staff will continue the aggressive cleaning and inspection schedule for problematic lines.

### **COMMITTEE MEETING REPORTS:**

The Legal/Community Affairs and Budget & Finance Committee meetings were canceled due to a lack of quorum, and individual briefings were conducted. The Engineering and Information Technology Committee met.

### **GENERAL MANAGER'S REPORT:**

General Manager Eldredge reported the following:

- The East Bay Dischargers Authority Strategic Planning Workshop will be held Wednesday, January 25, 2017, from 9:00 a.m. to 3:00 p.m.
- Wet weather flows during the most recent storms reached a maximum flow of 48 MGD, with a high of 18 MGD through the Hayward Marsh.

### **OTHER BUSINESS:**

Vice President Kite stated she attended the Alameda County Special District's Association meeting January 11, 2017.

### **ADJOURNMENT:**

The meeting was adjourned at 8:25 p.m. to a Communications Strategy and Sewer Service Charge Comparison Combined Board Workshop in the Boardroom on Tuesday, January 31, 2017, at 6:00 p.m.

The Board will then adjourn to the next scheduled Regular Board Meeting to be held in the Boardroom on Monday, February 13, 2017, at 7:00 p.m.

SUBMITTED:



REGINA McEVOY  
BOARD CLERK

ATTEST:



ANJALI LATHI  
SECRETARY

APPROVED:



TOM HANDLEY  
PRESIDENT

Adopted this 13<sup>th</sup> day of February, 2017