

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
March 27, 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
Anjali Lathi, Secretary
Jennifer Toy, Director

ABSENT: Manny Fernandez, Director

STAFF: Paul Eldredge, General Manager
Karen Murphy, District Counsel
Sami Ghossain, Technical Services Manager
James Schofield, Collection Services Manager
Pamela Arends-King, Business Services Manager/CFO
Armando Lopez, Treatment & Disposal Services Manager
Robert Simonich, Fabrication, Maintenance, and Construction Manager
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

APPROVAL OF THE MINUTES OF THE MEETING OF MARCH 13, 2017

It was moved by Vice President Kite, seconded by Secretary Lathi, to approve the Minutes of the Meeting of March 13, 2017. Motion carried with the following vote:

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

APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF MARCH 14, 2017

It was moved by Vice President Kite, seconded by Director Toy, to approve the Minutes of the Special Meeting of March 14, 2017. Motion carried with the following vote:

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

MONTHLY OPERATIONS REPORT FOR FEBRUARY 2017

This item was reviewed by the Legal/Community Affairs and Budget & Finance Committees. A desk item was prepared for this item to present information inadvertently left out of the Board meeting packet.

General Manager Eldredge reported the following:

- Odor Complaints: There was one odor complaint received by Collection Services, and one odor complaint received by the Plant in February 2017. Details regarding the complaints were included in the Board meeting packet.
- The District issued 174 new sewer lateral permits in February 2017.
- The Cogen system produced 76% of power consumed for the month of February 2017.

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

- Revenues:
 - The District received \$134,000 in capacity fees during February 2017: \$77,000 from KB Homes and \$50,000 from Brookfield Bel Air LLC.
- 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.

AUTHORIZE THE GENERAL MANAGER TO EXECUTE TASK ORDER NO. 2 WITH RMC WATER AND ENVIRONMENT FOR THE PLANT MASTER PLAN

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the Plant Master Plan will review and assess the District's projects, evaluate the need to retrofit or replace existing facilities, and provide a road map for the Waste Water Treatment Plant for the next 20 – 40 years. Task Order No. 2 will compare the feasibility of alternatives for management of effluent peak wet weather flows. Staff recommended the Board authorize the General Manager to execute Task Order No. 2 with RMC Water and Environment in the amount of \$69,877 for the Plant Master Plan.

It was moved by Vice President Kite, seconded by Director Toy, to Authorize the General Manager to Execute Task Order No. 2 with RMC Water and Environment in the amount of \$69,877. Motion carried with the following vote:

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

CONSIDER A RESOLUTION TO ACCEPT THE CONSTRUCTION OF THE PLANT FACILITIES IMPROVEMENTS PROJECT FROM D.W. NICHOLSON CORPORATION AND AUTHORIZE RECORDATION OF A NOTICE OF COMPLETION

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated several rehabilitation, replacement, and modification projects at the Plant and pump stations were combined into the Plant Facilities Improvements Project. Staff recommended the Board consider a resolution to accept the construction of the Plant Facilities Improvements Project from D.W. Nicholson Corporation and authorize recordation of a notice of completion.

It was moved by Vice President Kite, seconded by Secretary Lathi, to Adopt Resolution No. 2804, Accepting Construction of the Plant Facilities Improvements Project Located in the City of Union City, California from D.W. Nicholson Corporation, and Authorize Recordation of a Notice of Completion. Motion carried with the following vote:

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

INFORMATION ITEMS:

Update of the Subsurface Investigation at the Alvarado Wastewater Treatment Plant

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated Alameda County Water District (ACWD) is responsible for regulating the groundwater supply within Union Sanitary District's service area. The purpose of the Plant's groundwater monitoring program is to document groundwater conditions in areas of concern at ten groundwater monitoring wells. District staff will meet with Brown and Caldwell to determine next steps for the Path to Closure Plan provided by ACWD. A detailed account of the 2016 groundwater monitoring event was included in the Board meeting packet.

Report on the East Bay Dischargers Authority (EBDA) Meeting of March 16, 2017

Director Toy provided an overview of the EBDA Commission minutes included in the Board meeting packet.

Check Register

All questions were answered to the Board's satisfaction.

COMMITTEE MEETING REPORTS:

The Budget & Finance Committee, Legal/Community Affairs, and Engineering and Information Technology Committees met.

RESOLUTION NO. 2804

**ACCEPT CONSTRUCTION OF THE
PLANT FACILITIES IMPROVEMENTS PROJECT
LOCATED IN THE CITY OF UNION CITY, CALIFORNIA
FROM D.W. NICHOLSON CORPORATION**

BE IT RESOLVED, by the Board of Directors of the UNION SANITARY DISTRICT that it hereby accepts Plant Facilities Improvements Project from D.W. Nicholson Corporation, effective March 27, 2017; and

BE IT FURTHER RESOLVED that the Board of Directors of the UNION SANITARY DISTRICT hereby authorize the General Manager/District Engineer, or his designee, to execute and record a "Notice of Completion" for the Project.


On motion duly made and seconded, this resolution was adopted by the following vote on March 27, 2017:

AYES: Handley, Kite, Lathi, Toy

NOES: None

ABSENT: Fernandez

ABSTAIN: None



TOM HANDLEY
President, Board of Directors
Union Sanitary District

Attest:



ANJALI LATHI
Secretary, Board of Directors
Union Sanitary District

The Ad Hoc met to review the Mission/Vision statement, and a final draft will be presented to the Board for consideration at a future meeting.

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- General Manager Eldredge will present a District update at the City Council meetings in Fremont, Newark, and Union City. A draft of the presentation will be presented to the Board at the next regular meeting.
- The Fremont State of the City Luncheon will be held March 31, 2017.
- The District will host an EBDA Managers Advisory Committee Strategic Planning meeting on April 7, 2017.

OTHER BUSINESS:

Vice President Kite stated she attended the California School for the Deaf Plant tour on March 21, 2017.

ADJOURNMENT:

The meeting was adjourned at 7:37 p.m. to a Board Special Meeting Closed Session in the Alvarado Conference Room on Wednesday, April 5, 2017, at 11:00 a.m.

The Board will then adjourn to the next Regular Board Meeting in the Boardroom on Monday, April 10, 2017, at 7:00 p.m.


SUBMITTED:


REGINA McEVOY
BOARD CLERK

ATTEST:


ANJALI LATHI
SECRETARY

APPROVED:


TOM HANDLEY
PRESIDENT

Adopted this 10th day of April, 2017