

**MINUTES OF THE MEETING OF THE  
BOARD OF DIRECTORS OF  
UNION SANITARY DISTRICT  
December 10, 2018**

**CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PRESENT:** Anjali Lathi, President  
Manny Fernandez, Vice President  
Jennifer Toy, Secretary  
Tom Handley, Director  
Pat Kite, Director

**STAFF:** Paul Eldredge, General Manager/District Engineer  
Karen Murphy, District Counsel  
Armando Lopez, Treatment and Disposal Services Manager  
Sami Ghossain, Technical Services Manager  
Robert Simonich, Fabrication, Maintenance, and Construction Manager  
James Schofield, Collection Services Manager  
Laurie Brenner, Business Services Coach  
Rich Czapkay, Collection Services Coach  
Karoline Terrazas, Organizational Performance Manager  
Michelle Powell, Communications and Intergovernmental Relations Coordinator  
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

**VISITOR:** Roelle Balan, Tri-City Voice Newspaper

**APPROVE MINUTES OF THE REGULAR MEETING OF NOVEMBER 12, 2018**

It was moved by Secretary Toy, seconded by Director Kite, to Approve the Minutes of the Regular Meeting of November 12, 2018. Motion carried unanimously.

**APPROVE MINUTES OF THE SPECIAL MEETING OF NOVEMBER 26, 2018**

It was moved by Vice President Fernandez, seconded by Secretary Toy, to Approve the Minutes of the Special Meeting of November 26, 2018. Motion carried unanimously.

## **BALANCED SCORECARD**

- a. First Quarter Fiscal Year 2019 – Organizational Performance Manager Terrazas provided an overview of the first quarter Fiscal Year 2019 Balanced Scorecard included in the Board meeting packet.
- b. Balanced Scorecard for the Collection Services Work Group – Collection Services Manager Schofield presented the Fiscal Year 2019 First Quarter Balanced Scorecard for Collection Services included in the Board meeting packet. There were no Category 1 spills during the first quarter of FY19, Collections staff responded to 97.5% of trouble calls within one hour during the quarter, and 23.9% of planned preventative maintenance for the year was completed during the quarter.

## **WRITTEN COMMUNICATIONS**

There were no written communications.

## **ORAL COMMUNICATIONS**

There were no oral communications.

## **CONSIDER A RESOLUTION TO ADOPT THE FINAL MITIGATED NEGATIVE DECLARATION OF ENVIRONMENTAL IMPACTS FOR THE EMERGENCY OUTFALL IMPROVEMENTS PROJECT AND APPROVE THE EMERGENCY OUTFALL IMPROVEMENTS PROJECT AS DEFINED IN THE FINAL MITIGATED NEGATIVE DECLARATION FOR THE PURPOSE OF FILING THE NOTICE OF DETERMINATION**

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the Project consists of raising the existing outfall pipeline and flap gate above high tide to avoid future maintenance issues, as well as to construct a new outfall concrete apron structure at the outlet of the raised pipeline. The Initial Study for the proposed Project concluded that while several potential adverse environmental impacts could result from the Project, measures could be used to effectively mitigate these impacts. It was determined that a Mitigated Negative Declaration was appropriate for the Project. The Initial Study and Mitigated Negative Declaration was circulated to local and state agencies for review and a Public Hearing was held during the June 25, 2018, Board meeting to allow for public comment. Comments received were summarized in the Board meeting packet. Following adoption of the Final Mitigated Negative Declaration for the Project, staff will prepare and file the Notice of Determination with the Governor's Office of Planning and Research and the Alameda County Clerk. Staff recommended the Board consider a resolution to adopt the Final Mitigated Negative Declaration of environmental impacts and Mitigation Monitoring and Reporting Plan for the Emergency Outfall Improvements Project and approve the Project as defined in the Final Negative Declaration for the purpose of filing the Notice of Determination.

It was moved by Director Handley, seconded by Director Kite, to Adopt Resolution No. 2845 Adopting the Final Mitigated Negative Declaration of Environmental Impacts

and Mitigation Monitoring and Reporting Plan for the Emergency Outfall Improvements Project and Approve the Emergency Outfall Improvements Project as Defined in the Final Mitigated Negative Declaration for the Purpose of Filing the Notice of Determination. Motion carried unanimously.

**####**

## RESOLUTION NO. 2845

### **ADOPT THE FINAL MITIGATED NEGATIVE DECLARATION OF ENVIRONMENTAL IMPACTS AND MITIGATION MONITORING AND REPORTING PLAN FOR THE EMERGENCY OUTFALL IMPROVEMENTS PROJECT AND APPROVE THE EMERGENCY OUTFALL IMPROVEMENTS PROJECT AS DEFINED IN THE FINAL MITIGATED NEGATIVE DECLARATION FOR THE PURPOSE OF FILING THE NOTICE OF DETERMINATION**

WHEREAS, the Union Sanitary District (the "District") has prepared and distributed for comment the Initial Study and Mitigated Negative Declaration (the "IS/MND") of potential environmental impacts of the Emergency Outfall Improvements Project (the "Project"); and

WHEREAS, the District provided a public comment period from June 8, 2018 through July 9, 2018 and conducted a public hearing on June 25, 2018; and

WHEREAS, the Mitigated Negative Declaration was noticed in accordance with Title 14, California Code of Regulations, Sections 15072 and 15105; and

WHEREAS, the District received written comments from certain agencies and prepared a Response Document to address the comments; and

WHEREAS, the District did not receive comments from any other selected state agencies by the review date of July 9, 2018, as determined by the State Clearinghouse and Planning Unit of the Governor's Office of Planning and Research; and

WHEREAS, although the proposed Project could have a significant effect on the environment, mitigation measures included in the IS/MND would reduce all of the impacts to a less than significant level.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Union Sanitary District that:

1. The Board hereby makes the following findings and determinations with respect to the Emergency Outfall Improvements Project IS/MND:
  - a. The Board has reviewed and considered the draft MND, comments received during the public review period, and the District's written responses to any comments prior to acting on the project.
  - b. The revisions to the MND in response to comments constitute clarifying or amplifying revisions or insignificant modifications, under CEQA Guidelines Section 15073.5, and no recirculation of the MND is required.
  - c. The MND adequately describes the environmental impacts of the Project. On the basis of the whole record before it, the Board finds that there is no substantial evidence that the project, as mitigated, will have a significant effect on the environment.

- d. The MND has been completed in compliance with CEQA and the CEQA Guidelines.
  - e. The MND is complete and adequate and reflects the Board's independent judgment and analysis as to the environmental effects of the Project.
2. The Board hereby adopts the MND for the proposed Emergency Outfall Improvements Project and hereby approves the Emergency Outfall Improvements Project.
  3. The Board hereby adopts the Mitigation Monitoring and Reporting Program included in the IS/MND, which is incorporated herein by reference.
  4. The Board directs staff to file a notice of determination with the County Clerk of Alameda County.
  5. Pursuant to CEQA Guidelines section 15091(e), the documents and other materials that constitute the record of proceedings upon which the Board of Directors has based its recommendations are located in and may be obtained from, the Office of the Union Sanitary District at 5072 Benson Road, Union City, 94587. The Board Clerk is the custodian of records for all matters before the Board.

### CERTIFICATION

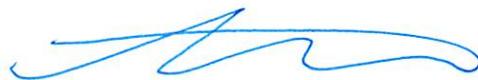
I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Directors of the Union Sanitary District, in Alameda County, California, held on the 10<sup>th</sup> day of December 2018.

AYES: Fernandez, Handley, Kite, Lathi, Toy

NOES: None

ABSTAIN: None

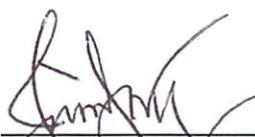
ABSENT: None



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ANJALI LATHI  
President, Board of Directors  
Union Sanitary District

Attest:



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JENNIFER TOY  
Secretary, Board of Directors  
Union Sanitary District

**CONSIDER A RESOLUTION TO ADOPT THE FINAL MITIGATED NEGATIVE DECLARATION OF ENVIRONMENTAL IMPACTS FOR THE PRIMARY DIGESTER NO. 7 PROJECT AND APPROVE THE PRIMARY DIGESTER NO. 7 PROJECT AS DEFINED IN THE FINAL MITIGATED NEGATIVE DECLARATION FOR THE PURPOSE OF FILING THE NOTICE OF DETERMINATION**

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the Project was one of the outcomes of the Plant Solids System/Capacity Assessment – Phase 1 completed in November 2016. The Initial Study for the proposed Project concluded that while several potential adverse environmental impacts could result from the Project, measures could be used to effectively mitigate these impacts. It was determined that a Mitigated Negative Declaration was appropriate for the Project. The Initial Study and Mitigated Negative Declaration was circulated to local and state agencies for review and a Public Hearing was held during the November 12, 2018, Board meeting to allow for public comment. Comments received were summarized in the Board meeting packet. Following adoption of the Final Mitigated Negative Declaration for the Project, staff will prepare and file the Notice of Determination with the Governor’s Office of Planning and Research and the Alameda County Clerk. Staff recommended the Board consider a resolution to adopt the Final Mitigated Negative Declaration of environmental impacts and Mitigation Monitoring and Reporting Plan for the Primary Digester No. 7 Project and approve the Primary Digester No. 7 Project as defined in the Final Mitigated Negative Declaration for the purpose of filing the Notice of Determination.

It was moved by Vice President Fernandez, seconded by Director Kite, to Adopt Resolution No. 2846 Adopting the Final Mitigated Negative Declaration of Environmental Impacts and Mitigation Monitoring and Reporting Plan for the Primary Digester No. 7 Project and Approve the Primary Digester No. 7 Project as Defined in the Final Mitigated Negative Declaration for the Purpose of Filing the Notice of Determination. Motion carried unanimously.

**####**

**RESOLUTION NO. 2846**

**ADOPT THE FINAL MITIGATED NEGATIVE DECLARATION OF ENVIRONMENTAL IMPACTS AND MITIGATION MONITORING AND REPORTING PLAN FOR THE PRIMARY DIGESTER NO. 7 PROJECT AND APPROVE THE PRIMARY DIGESTER NO. 7 PROJECT AS DEFINED IN THE FINAL MITIGATED NEGATIVE DECLARATION FOR THE PURPOSE OF FILING THE NOTICE OF DETERMINATION**

WHEREAS, the Union Sanitary District (the "District") has prepared and distributed for comment the Initial Study and Mitigated Negative Declaration (the "IS/MND") of potential environmental impacts of the Primary Digester No. 7 Project (the "Project"); and

WHEREAS, the District provided a public comment period from October 23, 2018 through November 26, 2018 and conducted a public hearing on November 12, 2018; and

WHEREAS, the Mitigated Negative Declaration was noticed in accordance with Title 14, California Code of Regulations, Sections 15072 and 15105; and

WHEREAS, the District received written comments from certain agencies and prepared a Response Document to address the comments; and

WHEREAS, the District did not receive comments from any other selected state agencies by the review date of November 26, 2018, as determined by the State Clearinghouse and Planning Unit of the Governor's Office of Planning and Research; and

WHEREAS, although the proposed Project could have a significant effect on the environment, mitigation measures included in the IS/MND would reduce all of the impacts to a less than significant level.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Union Sanitary District that:

1. The Board hereby makes the following findings and determinations with respect to the Primary Digester No. 7 Project IS/MND:
  - a. The Board has reviewed and considered the draft MND, comments received during the public review period, and the District's written responses to any comments prior to acting on the project.
  - b. The revisions to the MND in response to comments constitute clarifying or amplifying revisions or insignificant modifications, under CEQA Guidelines Section 15073.5, and no recirculation of the MND is required.
  - c. The MND adequately describes the environmental impacts of the Project. On the basis of the whole record before it, the Board finds that there is no

substantial evidence that the project, as mitigated, will have a significant effect on the environment.

- d. The MND has been completed in compliance with CEQA and the CEQA Guidelines.
  - e. The MND is complete and adequate and reflects the Board's independent judgment and analysis as to the environmental effects of the Project.
2. The Board hereby adopts the MND for the proposed Primary Digester No. 7 Project and hereby approves the Primary Digester No. 7 Project.
  3. The Board hereby adopts the Mitigation Monitoring and Reporting Program included in the IS/MND, which is incorporated herein by reference.
  4. The Board directs staff to file a notice of determination with the County Clerk of Alameda County.
  5. Pursuant to CEQA Guidelines section 15091(e), the documents and other materials that constitute the record of proceedings upon which the Board of Directors has based its recommendations are located in and may be obtained from, the Office of the Union Sanitary District at 5072 Benson Road, Union City, 94587. The Board Clerk is the custodian of records for all matters before the Board.

### CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Directors of the Union Sanitary District, in Alameda County, California, held on the 10<sup>th</sup> day of December 2018.

AYES: Fernandez, Handley, Kite, Lathi, Toy

NOES: None

ABSTAIN: None

ABSENT: None



ANJALI LATHI  
President, Board of Directors  
Union Sanitary District

Attest:



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JENNIFER JOY  
Secretary, Board of Directors  
Union Sanitary District

**AUTHORIZE THE GENERAL MANAGER TO EXECUTE AMENDMENT NO. 1 TO TASK ORDER NO. 1 WITH HAZEN AND SAWYER FOR THE SECONDARY TREATMENT PROCESS IMPROVEMENTS PROJECT**

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated preliminary results of the Plant Master Plan and Effluent Management Study identified two potential secondary improvement alternatives to the liquids processes of the Plant: conventional activated sludge and membrane bioreactor (MBR). Hazen and Sawyer presented staff with an alternate approach that further optimizes current secondary treatment processes and leverages use of existing infrastructure. The improvements proposed by Hazen could minimize overall project costs and/or extend project costs over a longer period. The Board authorized an Agreement and Task Order No. 1 on July 23, 2018, to have Hazen validate the feasibility of their approach. Hazen presented their findings to staff and recommended near-term improvements. Amendment No. 1 to Task Order No. 2 will include further development of the two secondary improvement alternatives as well as further refinements and assessments to provide the District with enough information to make an informed decision before selecting the best site-specific alternative. Staff recommended the Board authorize the General Manager to execute Amendment No. 1 to Task Order No. 1 with Hazen and Sawyer in the amount of \$387,908 for the Secondary Treatment Process Improvements Project.

It was moved by Director Handley, seconded by Vice President Fernandez, to Authorize the General Manager to Execute Amendment No. 1 to Task Order No. 1 with Hazen and Sawyer in the Amount of \$387,908 for the Secondary Treatment Process Improvements Project. Motion carried unanimously.

**AUTHORIZE THE GENERAL MANAGER TO EXECUTE AMENDMENT NO. 4 TO TASK ORDER NO. 1 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 Board authorized an Agreement and Task Order No. 1 with RMC Water and Environment (RMC) for the Plant Master Plan on December 12, 2016. The purpose of Amendment No. 4 to Task Order No. 1 will be for RMC to further develop the two secondary treatment alternatives, conventional activated sludge and MBR, by integrating Hazen's findings into the Plant Master Plan. Staff recommended the Board authorize the General Manager to execute Amendment No. 4 to Task Order No. 1 with RMC Water and Environment in the amount of \$141,861 for the Plant Master Plan.

It was moved by Vice President Fernandez, seconded by Director Kite, to Authorize the General Manager to Execute Amendment No. 4 to Task Order No. 1 with RMC Water and Environment in the Amount of \$141,861 for the Plant Master Plan. Motion carried unanimously.

## **INFORMATION ITEMS:**

### **Collection Services Closed-Circuit Television Camera Operations and Maintenance**

This item was reviewed by the Engineering and Information Technology Committee. Collection Services Coach Czapkay stated staff prepared this informational staff report to provide a brief overview of the District's Closed-Circuit Television (CCTV) inspection program. The District has been performing CCTV inspections of its sewer mains for over 40 years to identify preventive maintenance issues, locate structural issues, and inspect new developments to ensure they met District standards. The largest portion of CCTV inspections are part of the District's Preventive Maintenance Program, and the information gathered is used to identify defects and maintenance issues. All District staff operating a CCTV unit are certified through the National Association of Sewer Service Companies Pipeline Assessment Certification Program that is the industry standard for pipeline condition assessment. The District owns and maintains two trucks dedicated to the CCTV inspection program. These inspections require high-tech equipment to operate in a harsh environment that requires the equipment be repaired frequently. In an effort to reduce equipment maintenance costs, District staff created an on-site work station to repair cameras and transporters on site rather than shipping them out. The Board expressed interest in viewing a CCTV demonstration in the future.

### **Legislative Update on Regional Issues of Interest to the Board**

This item was reviewed by the Legislative Committee. General Manager Eldredge provided an overview of the regional legislative summaries included in the Board meeting packet.

### **Fiscal Year 2019 – 2022 Strategic Plan**

Business Services Coach Brenner presented the Fiscal Year 2019 – 2022 Strategic Plan and reviewed the development timeline for the Strategic Plan included in the Board meeting packet.

### **Check Register**

Staff answered Board questions regarding the Check Register.

## **COMMITTEE MEETING REPORTS:**

The Legislative, Engineering and Information Technology, and Legal/Community Affairs Committees met.

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

General Manager Eldredge reported the following:

- The Board was invited to attend the Annual Holiday Potluck on December 13, 2018.
- The Regular Board meeting scheduled for Monday, December 24, 2018, was canceled due to the District offices closure in observance of the Christmas Eve holiday.

## **OTHER BUSINESS:**

There was no other business.

**ADJOURNMENT:**

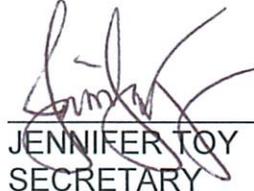
The meeting was adjourned at 8:06 p.m. to the next Regular Meeting in the Boardroom on Monday, January 14, 2019, at 7:00 p.m.

SUBMITTED:

ATTEST:



REGINA McEVOY  
BOARD CLERK



JENNIFER TOY  
SECRETARY

APPROVED:



ANJALI LATHI  
PRESIDENT

Adopted this 14<sup>th</sup> day of January 2019