

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
March 11, 2019**

CALL TO ORDER

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

SALUTE TO THE FLAG

ROLL CALL

PRESENT: Anjali Lathi, President
Jennifer Toy, Secretary
Tom Handley, Director
Pat Kite, Director

ABSENT: Manny Fernandez, Vice President

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
Gene Boucher, Human Resources Manager
Laurie Brenner, Business Services Coach
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

VISITORS: Alice Johnson, League of Women Voters
Roelle Balan, Tri-City Voice Newspaper

APPROVE MINUTES OF THE SPECIAL MEETING OF FEBRUARY 19, 2019

It was moved by Director Kite, seconded by Secretary Toy, to Approve the Minutes of the Special Meeting of February 19, 2019. Motion carried with the following vote:

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

APPROVE MINUTES OF THE REGULAR MEETING OF FEBRUARY 25, 2019

It was moved by Secretary Toy, seconded by Director Handley, to Approve the Minutes of the Regular Meeting of February 25, 2019. Motion carried with the following vote:

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

JANUARY 2019 MONTHLY OPERATIONS REPORT

This item was reviewed by the Legal/Community Affairs and Budget and Finance Committees. General Manager Eldredge provided an overview of the Odor Report and Work Group reports. Business Services Coach Brenner reviewed the Financial Reports.

WRITTEN COMMUNICATIONS

There were no written communications.

ORAL COMMUNICATIONS

There were no oral communications.

CONDUCT A PUBLIC HEARING TO RECEIVE COMMENTS ON THE INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION OF ENVIRONMENTAL IMPACTS FOR THE STANDBY POWER GENERATION SYSTEM UPGRADE PROJECT

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the Standby Power Generation System Upgrade Project will include installation of two standby engine generators, construction of pre-fabricated metal building to house the generators, and demolition of existing equipment and structures. Brown and Caldwell was selected as the design consultant for the Project, and construction for the Project is scheduled to begin by early 2020. Scheidegger and Associates, subconsultant to Brown and Caldwell, prepared the Initial Study for the proposed Project. Pursuant to the California Environmental Quality Act, the consultant analyzed the Project's potential impact with respect to various environmental factors. The Initial Study 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 a Mitigated Negative Declaration would be appropriate for the Project.

The public hearing was scheduled to allow for public comment on the Initial Study and Mitigated Negative Declaration (IS/MND) for the Project. Staff circulated the IS/MND to local and state agencies for review during the period of February 19, 2019 through March 19, 2019, and the IS/MND was made available for viewing and download from the District's website. Written and oral comments from the public as well as local and state agencies will be reviewed and considered.

President Lathi opened the public hearing. There were no speakers. President Lathi closed the public hearing.

CONSIDER ADOPTING A RESOLUTION TO APPROVE EXCEPTION TO THE 180-DAY WAITING PERIOD FOR POST-RETIREMENT EMPLOYMENT FOR RICHARD A. CZAPKAY

This item was reviewed by the Personnel Committee. Human Resources Manager Boucher stated retirement law allows for an agency to waive the 180-day period that typically elapses prior to a retired employee returning to temporary employment for the purpose of performing a special project/assignment. The purpose of the proposed resolution is to bring back Richard Czapkay, retired from the District on December 21, 2018, for a period of approximately three months to finish updating the District's Preventative Maintenance Program. Staff recommended the Board consider a resolution for exception to the 180-day waiting period for Richard A. Czapkay to the position of Limited Term Coach, Collection Services.

It was moved by Director Handley, seconded by Secretary Toy, to Adopt Resolution No. 2852, Resolution for Exception to the 180-Day Wait Period GC Sections 7522.56 and 21221(h) for Richard A. Czapkay. Motion carried with the following vote:

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

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RESOLUTION NO. 2852

**RESOLUTION FOR EXCEPTION TO THE 180-DAY WAIT PERIOD
GC sections 7522.56 & 21221(h)**

WHEREAS, in compliance with Government Code section 7522.56 the Union Sanitary District Board of Directors must provide CalPERS this certification resolution when hiring a retiree before 180 days has passed since his or her retirement date; and

WHEREAS, Richard A. Czapkay, SSN last four digits 0368, retired from Union Sanitary District in the position of Coach, Collection Services, effective December 21, 2018; and

WHEREAS, section 7522.56 requires that post-retirement employment commence no earlier than 180 days after the retirement date, which is June 21, 2019 without this certification resolution; and

WHEREAS, section 7522.56 provides that this exception to the 180 day wait period shall not apply if the retiree accepts any retirement-related incentive; and

WHEREAS, the Board of Directors, the Union Sanitary District, and Richard A. Czapkay, certify that Richard A. Czapkay has not and will not receive a Golden Handshake or any other retirement-related incentive; and

WHEREAS, the Board of Directors hereby appoints Richard A. Czapkay as an interim appointment retired annuitant to the vacant position of Limited Term Coach Collection Services for the Union Sanitary District under Government Code section 21221(h), effective March 18, 2019; and

WHEREAS, the entire employment agreement, contract or appointment document between Richard A. Czapkay and the Union Sanitary District has been reviewed by this body and is attached herein; and

WHEREAS, no matters, issues, terms or conditions related to this employment and appointment have been or will be placed on a consent calendar; and

WHEREAS, the employment shall be limited to 960 hours per fiscal year; and

WHEREAS, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal the hourly rate; and

WHEREAS, the maximum base salary for this position is \$160,359.68 and the hourly equivalent is \$79.0960, and the minimum base salary for this position is \$122,178.68 and the hourly equivalent is \$58.7398; and

WHEREAS, the hourly rate paid to Richard A. Czapkay will be \$71.6628; and

WHEREAS, Richard A. Czapkay has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby certifies the nature of the appointment of Richard A. Czapkay as described herein and detailed in the attached employment agreement/contract/appointment document and that this appointment is necessary to fill the critically needed position of Limited Term Coach, Collection Services for the Union Sanitary District by March 18, 2019 because Mr. Czapkay has unique knowledge based on his tenure as Coach, Collection Services and is needed to complete this special project.

On a motion duly made and seconded, this resolution was adopted by the following vote on March 11, 2019:

AYES: Handley, Kite, Lathi, Toy

NOES: None

ABSENT: Fernandez

ABSTAIN: None



ANJALI LATHI
President, Board of Directors
Union Sanitary District

Attest:



JENNIFER TOY
Secretary, Board of Directors
Union Sanitary District



Directors
Manny Fernandez
Tom Handley
Pat Kite
Anjali Lathi
Jennifer Toy

Officers
Paul R. Eldredge, P.E.
General Manager/
District Engineer

Karen W. Murphy
Attorney

March 18, 2019

Richard A. Czapkay
316 Anna Maria Street
Livermore, CA 94550

Dear Mr. Czapkay,

I am writing to offer you the position of Limited Term Coach, Collection Services (CS) beginning March 26, 2019. In this capacity you will work on the re-designation of over 118 subsections and over 17,000 individual sanitary sewer mains. The project includes modifying the District's existing Preventative Maintenance Schedule from a 72-month to an 84-month cleaning and inspection schedule. Along with the re-designation of the sub-sections and transition to a new maintenance schedule, this project includes the development of new cleaning and inspection cycles for PVC pipe.

It is anticipated that the length of your appointment will be approximately two to three months, working two to three days per week. Your hourly rate of pay will be \$71.6628, which is based on the salary range for Coach, Collection Services.

You will receive no other compensation, benefits, or incentive in addition to your hourly pay rate during this special assignment. Social Security contributions will be deducted from your paycheck. Additionally, as a retired annuitant appointed pursuant to California Government Code Section 21224, you may not work more than 960 hours in a fiscal year. This 960-hour cap is a hard limit and will be tracked in the District's payroll system.

Sincerely,

Paul R. Eldredge
General Manager/District Engineer

cc: Personnel file

5072 Benson Road, Union City, CA 94587-2508
P.O. Box 5050, Union City, CA 94587-8550
(510) 477-7500 FAX (510) 477-7501
www.unionsanitary.com

**REVIEW AND CONSIDER APPROVAL OF PUBLICLY AVAILABLE PAY SCHEDULE
EFFECTIVE MARCH 1, 2019**

This item was reviewed by the Personnel Committee. Human Resources Manager Boucher stated the Publicly Available Pay Schedule is mandated by CalPERS to ensure consistency between CalPERS employers and enhance disclosure and transparency of public employee compensation. The updated pay scheduled included in the Board meeting packet incorporates the new pay ranges for Classified Employees represented by Service Employees International Union, Local 1021.

It was moved by Director Handley, seconded by Secretary Toy, to Approve the Publicly Available Pay Schedule Effective March 1, 2019. Motion carried with the following vote:

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

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UNION SANITARY DISTRICT PAY SCHEDULE

Effective March 1, 2019		
Position Title	Minimum Bi-Weekly Pay Rate	Maximum Bi-Weekly Pay Rate
Accounting and Financial Analyst I	\$3,302.00	\$4,333.88
Accounting and Financial Analyst II	\$3,758.81	\$4,933.44
Accounting Tech Specialist	\$3,523.60	\$4,282.96
Accounting Technician I	\$2,847.37	\$3,461.00
Accounting Technician II	\$3,132.08	\$3,807.07
Administrative Specialist I	\$2,783.16	\$3,382.95
Administrative Specialist II	\$2,929.64	\$3,560.98
Assistant Engineer	\$3,930.55	\$5,158.85
Assistant Storekeeper	\$2,706.30	\$3,289.52
Associate Engineer	\$4,410.30	\$5,788.52
Buyer I	\$3,014.36	\$3,956.35
Buyer II	\$3,349.29	\$4,395.94
Chemist I	\$3,829.44	\$4,654.71
Chemist II	\$4,020.93	\$4,887.46
Coach, Capital Improvement Projects	\$5,842.79	\$7,668.66
Coach, Collection Services	\$4,699.18	\$6,167.68
Coach, Customer Service	\$5,842.79	\$7,668.66
Coach, Electrical & Technology	\$5,129.72	\$6,732.76
Coach, Environmental Compliance	\$5,054.43	\$6,633.94
Coach, Finance & Acquisition Services	\$5,513.86	\$7,236.94
Coach, Mechanical Maintenance	\$4,740.14	\$6,221.43
Coach, Research & Support/Sr. Process Engineer	\$5,236.01	\$6,872.27
Coach, Wastewater Plant Operations	\$4,765.12	\$6,254.22
Collection System Worker I	\$3,001.07	\$3,647.82
Collection System Worker II	\$3,301.19	\$4,012.62
Collection Services Trainer	\$3,812.88	\$4,634.58
Communications & Intergovernmental Relations Coordinator	\$4,131.53	\$5,021.89
Construction Inspector I	\$3,345.72	\$4,066.75
Construction Inspector II	\$3,680.29	\$4,473.41
Construction Inspector III	\$3,827.51	\$4,652.36
Customer Service Fee Analyst	\$3,180.34	\$3,865.73
Engineering Assistant/Plan Checker	\$4,103.44	\$4,987.76
Engineering Technician I	\$3,228.21	\$3,923.91
Engineering Technician II	\$3,551.03	\$4,316.29
Engineering Technician III	\$3,906.13	\$4,747.93
Environmental Compliance (EC) Inspector I	\$3,160.67	\$3,841.81
Environmental Compliance (EC) Inspector II	\$3,555.83	\$4,322.13
Environmental Compliance (EC) Inspector III	\$3,946.97	\$4,797.57
Environmental Compliance (EC) Inspector IV	\$4,223.25	\$5,133.40
EC Outreach Representative	\$3,946.97	\$4,797.57
Environmental Health and Safety Program Manager	\$4,280.73	\$5,618.46
Environmental Program Coordinator	\$4,573.05	\$6,002.13
Executive Assistant to the General Manager/Board Secretary	\$3,613.67	\$4,742.94
Fleet Mechanic I	\$3,188.11	\$3,875.17
Fleet Mechanic II	\$3,570.69	\$4,340.19

UNION SANITARY DISTRICT PAY SCHEDULE

Effective March 1, 2019		
Position Title	Minimum Bi-Weekly Pay Rate	Maximum Bi-Weekly Pay Rate
General Manager	\$8,193.26	\$10,753.66
Human Resources Manager	\$5,337.30	\$7,005.20
Human Resources Analyst II	\$3,874.39	\$5,085.14
Information Technology Administrator	\$5,222.76	\$6,854.87
Information Technology Analyst	\$3,544.11	\$4,651.65
Instrument Tech/Electrician	\$3,927.09	\$4,773.41
Janitor	\$2,164.71	\$2,631.22
Laboratory Director	\$4,763.10	\$5,789.58
Lead Collection System Worker	\$3,631.31	\$4,413.88
Maintenance Assistant	\$1,370.03	\$1,665.28
Manager, Business Services / Chief Financial Officer	\$7,503.41	\$9,848.22
Manager, Collection Services	\$6,305.61	\$8,276.12
Manager, Maintenance and Technology Services	\$6,620.89	\$8,689.92
Manager, Technical Services	\$7,141.87	\$9,373.70
Manager, Treatment & Disposal Services	\$6,305.61	\$8,276.12
Mechanic I	\$3,274.33	\$3,979.97
Mechanic II	\$3,667.26	\$4,457.58
Organizational Performance Coordinator I	\$3,458.80	\$4,539.68
Organizational Performance Coordinator II	\$3,994.92	\$5,243.33
Organizational Performance Manager	\$4,614.13	\$6,056.04
Painter	\$3,365.17	\$4,090.39
Planner/Scheduler I	\$3,759.30	\$4,569.46
Planner/Scheduler II	\$4,042.53	\$4,913.71
Plant Operations Trainer	\$4,535.38	\$5,512.78
Plant Operator I	\$3,077.03	\$3,740.15
Plant Operator II	\$3,468.80	\$4,216.35
Plant Operator III	\$4,049.44	\$4,922.12
Principal Engineer	\$5,286.33	\$6,938.31
Purchasing Agent	\$4,108.25	\$5,392.08
Receptionist	\$2,433.59	\$2,958.04
Senior Accounting and Financial Analyst	\$3,913.90	\$5,136.99
Senior Database Administrator / Developer	\$4,540.68	\$5,959.64
Senior Engineer	\$4,737.35	\$6,217.77
Senior Geographic Information System (GIS)/Database Administrator	\$4,540.68	\$5,959.64
Senior Information Technology Analyst	\$3,937.90	\$5,168.49
Senior Network Administrator	\$4,343.34	\$5,700.64
Senior Process Engineer	\$4,737.35	\$6,217.77
Storekeeper I	\$3,422.01	\$4,159.48
Storekeeper II	\$3,593.10	\$4,367.44
Utility Worker	\$2,666.87	\$3,241.60

Board of Directors: Directors meet or serve in their official capacity 3 – 12 times per month with a maximum of six paid meetings/month at a rate of \$212.10 per meeting and are paid for a maximum of one meeting per day.

Approved by: 
President, Board of Directors

INFORMATION ITEMS:

Agreement with DCM Consulting for Geotechnical Consulting Services

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the District has utilized the geotechnical consulting services of David C. Mathy through his consulting firm, DCM Consulting, Inc., for projects with significant underground construction work. The District last entered into agreements with DCM in 2012 and those agreements have since expired. On February 11, 2019, the District entered into a new agreement for \$40,000 for a two-year period, and one task order for \$19,246 has been executed under the new agreement.

Check Register

Staff responded to Boardmember questions regarding the Check Register.

COMMITTEE MEETING REPORTS:

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

General Manager Eldredge stated the District's East Bay Dischargers Authority (EBDA) Ad Hoc met prior to the recent EBDA JPA Workshop.

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- General Manager Eldredge stated staff will be reaching out to schedule a number of Board Workshops to be held over the next few months.
- General Manager Eldredge stated Director Kite had inquired about Plant flows during the recent rain storms. The Plant was averaging approximately 26 million gallons per day (MGD) and the peak flow was just under 50 MGD.

OTHER BUSINESS:

There was no other business

ADJOURNMENT:

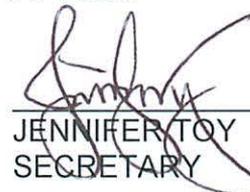
The meeting was adjourned at 7:18 p.m. to the next Regular Meeting in the Boardroom on Monday, March 25, 2019, at 7:00 p.m.

SUBMITTED:



REGINA McEVOY
BOARD CLERK

ATTEST:



JENNIFER TOY
SECRETARY

APPROVED:



ANJALI LATHI
PRESIDENT

Adopted this 25th day of March 2019