

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT/UNION SANITARY DISTRICT FINANCING
AUTHORITY
March 22, 2021**

Consistent with Executive Orders No. N-25-20 and No. N-29-20 from the Executive Department of the State of California, the Alameda County March 16, 2020 Shelter in Place Order, and Executive Order No. N-33-20, Stay-at-Home Order, the Monday, March 22, 2021, Regular Board Meeting was not physically open to the public and all Board Members teleconferenced into the meeting. To maximize public safety while still maintaining transparency and public access, members of the public were able to listen to the Board Meeting, and provide public comment by sending comments to the Board Clerk.

CALL TO ORDER

President Handley called the meeting to order at 4:00 p.m. The regular meeting time was modified due to the COVID-19 emergency.

SALUTE TO THE FLAG

ROLL CALL

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

STAFF: Paul Eldredge, General Manager/District Engineer
Karen Murphy, District Counsel
Mark Carlson, Business Services Manager/CFO
Sami Ghossain, Technical Services Manager
James Schofield, Collection Services Manager
Robert Simonich, Fabrication Construction and Maintenance Manager
Armando Lopez, Treatment and Disposal Services Manager
Ric Pipkin, Enhanced Treatment and Site Upgrade Program Manager
Michael Dunning, Environmental Compliance Team Coach
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

APPROVE MINUTES OF THE UNION SANITARY DISTRICT BOARD MEETING OF MARCH 8, 2021

It was moved by Vice President Kite, seconded by Director Fernandez, to Approve the Minutes of the Board Meeting of March 8, 2021. Motion carried with the following vote:

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

APPROVE MINUTES OF THE UNION SANITARY DISTRICT SPECIAL BOARD MEETING OF MARCH 9, 2021

It was moved by Secretary Lathi, seconded by Director Toy, to Approve the Minutes of the Special Board Meeting of March 9, 2021. Motion carried with the following vote:

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

FEBRUARY 2021 MONTHLY OPERATIONS REPORT

This item was reviewed by the Budget & Finance and Legal/Community Affairs Committees. General Manager Eldredge provided an overview of the Odor Report and Work Group Reports, and Business Services Manager Carlson reviewed the financial reports included in the Board meeting packet.

WRITTEN COMMUNICATIONS

There were no written communications.

PUBLIC COMMENT

There was no public comment.

CONDUCT A PUBLIC HEARING TO RECEIVE COMMENTS ON THE INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION FOR THE ENHANCED TREATMENT AND SITE UPGRADE PHASE 1 PROGRAM

This item was reviewed by the Engineering and Information Technology Committee. Enhanced Treatment and Site Upgrade Program Manager Pipkin stated the California Environmental Quality Act (CEQA) requires an environmental review process for the Enhanced Treatment and Site Upgrade (ETSU) Phase 1 Program. Hazen and Sawyer, designer for the ETSU Phase 1 Program, and their subconsultant Scheidegger and Associates, conducted the environmental review and prepared an Initial Study/Mitigated Negative Declaration (IS/MND) for the ETSU Phase 1 Program. While a public hearing was not required under CEQA for an IS/MND, the District wanted to provide an additional opportunity for public comment. Staff circulated the IS/MND to local and state agencies for review on March 8, 2021, for the March 9, 2021 through April 8, 2021 review period. The Notice of Document Availability and Intent to Adopt a Mitigated Negative Declaration was published in the Tri-City Voice on March 9, 2021 and in The Argus on March 12, 2021. Staff recommended the Board open the public hearing and receive comments

regarding the Initial Study and Mitigated Negative Declaration for the ETSU Phase 1 Program.

President Handley opened the public hearing at 4:10 p.m. and directed staff to allow five minutes for comments to be received from the public through email and voicemail.

At 4:15 p.m., Board Clerk McEvoy stated no comments had been received.

It was moved by Vice President Kite, seconded by Director Fernandez, to close the public hearing. Motion carried with the following vote:

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

**REVIEW AND CONSIDER APPROVAL OF PUBLICLY AVAILABLE PAY SCHEDULE
EFFECTIVE MARCH 1, 2021**

This item was reviewed by the Personnel Committee. General Manager Eldredge stated the Publicly Available Pay Schedule is mandated by CalPERS to ensure consistency between California Public Employees' Retirement System (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. Staff recommended the Board approve, and the Board President sign, the March 1, 2021 Classified Employees Pay Schedule which will be posted and retained in accordance with CalPERS requirements.

It was moved by Director Toy, seconded by Secretary Lathi, to Approve and for the Board President to sign the Classified Employees Salary Schedule Effective March 1, 2021. Motion carried with the following vote:

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

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Union Sanitary District
Classified Employees Salary Schedule
Effective March 1, 2021

Position Title	Grade	Step 1	Step 2	Step 3	Step 4	Step 5
Accountant	1	\$43.5372	\$45.7140	\$47.9997	\$50.3997	\$52.9197
Accountant	2	\$47.8910	\$50.2856	\$52.7998	\$55.4398	\$58.2118
Accounting Technician I	1	\$37.9432	\$39.8404	\$41.8324	\$43.9240	\$46.1202
Accounting Technician II	2	\$41.7372	\$43.8241	\$46.0153	\$48.3161	\$50.7319
Accounting Technical Specialist		\$46.9544	\$49.3022	\$51.7673	\$54.3556	\$57.0734
Administrative Specialist I	1	\$37.0875	\$38.9419	\$40.8890	\$42.9335	\$45.0801
Administrative Specialist II	2	\$39.0394	\$40.9914	\$43.0410	\$45.1930	\$47.4527
Assistant Storekeeper		\$36.0633	\$37.8665	\$39.7598	\$41.7478	\$43.8352
Chemist I	1	\$51.0300	\$53.5815	\$56.2606	\$59.0736	\$62.0273
Chemist II	2	\$53.5816	\$56.2607	\$59.0737	\$62.0274	\$65.1288
Collection System Trainer		\$50.8093	\$53.3497	\$56.0172	\$58.8181	\$61.7590
Collection System Worker I	1	\$39.9914	\$41.9909	\$44.0905	\$46.2950	\$48.6097
Collection System Worker II	2	\$43.9907	\$46.1902	\$48.4998	\$50.9247	\$53.4710
Communications & Intergovernmental Relations Coordinator		\$55.0555	\$57.8082	\$60.6987	\$63.7335	\$66.9202
Construction Inspector I	1	\$44.5841	\$46.8133	\$49.1540	\$51.6117	\$54.1923
Construction Inspector II	2	\$49.0424	\$51.4946	\$54.0693	\$56.7727	\$59.6114
Construction Inspector III	3	\$51.0042	\$53.5544	\$56.2322	\$59.0438	\$61.9960
Control Systems Specialist		\$54.9479	\$57.6953	\$60.5800	\$63.6090	\$66.7908
Customer Service Fee Analyst		\$42.3803	\$44.4993	\$46.7243	\$49.0605	\$51.5136
EC Outreach Representative		\$52.5962	\$55.2260	\$57.9873	\$60.8866	\$63.9310
EC Specialist/Outreach		\$56.2779	\$59.0918	\$62.0464	\$65.1487	\$68.4061
Engineering Assistant/Plan Checker		\$54.6812	\$57.4153	\$60.2860	\$63.3003	\$66.4654
Engineering Technician I	1	\$43.0181	\$45.1690	\$47.4275	\$49.7988	\$52.2888
Engineering Technician II	2	\$47.3199	\$49.6859	\$52.1702	\$54.7787	\$57.5177
Engineering Technician III	3	\$52.0520	\$54.6546	\$57.3873	\$60.2567	\$63.2695
Environmental Compliance Inspector I	1	\$42.1182	\$44.2241	\$46.4353	\$48.7570	\$51.1949
Environmental Compliance Inspector II	2	\$47.3839	\$49.7531	\$52.2408	\$54.8528	\$57.5954
Environmental Compliance Inspector III	3	\$52.5962	\$55.2260	\$57.9873	\$60.8866	\$63.9310
Environmental Compliance Inspector IV	4	\$56.2779	\$59.0918	\$62.0464	\$65.1487	\$68.4061

**Union Sanitary District
Classified Employees Salary Schedule
Effective March 1, 2021**

Position Title	Grade	Step 1	Step 2	Step 3	Step 4	Step 5
Fleet Mechanic I	1	\$42.4839	\$44.6081	\$46.8385	\$49.1804	\$51.6394
Fleet Mechanic II	2	\$47.5820	\$49.9611	\$52.4591	\$55.0821	\$57.8362
Instrument Tech/Electrician		\$52.3313	\$54.9479	\$57.6952	\$60.5800	\$63.6090
Janitor		\$28.8463	\$30.2886	\$31.8030	\$33.3932	\$35.0629
Laboratory Director		\$63.4716	\$66.6452	\$69.9775	\$73.4763	\$77.1502
Lead Collection System Worker		\$48.3898	\$50.8093	\$53.3497	\$56.0172	\$58.8181
Maintenance Assistant		\$18.2566	\$19.1694	\$20.1279	\$21.1343	\$22.1910
Mechanic I	1	\$43.6328	\$45.8144	\$48.1051	\$50.5104	\$53.0359
Mechanic II	2	\$48.8689	\$51.3123	\$53.8779	\$56.5718	\$59.4004
Painter		\$44.8433	\$47.0855	\$49.4397	\$51.9117	\$54.5073
Planner/Scheduler I	1	\$50.0953	\$52.6001	\$55.2301	\$57.9916	\$60.8912
Planner/Scheduler II	2	\$53.8695	\$56.5630	\$59.3911	\$62.3607	\$65.4788
Plant Operations Trainer		\$60.4371	\$63.4589	\$66.6319	\$69.9635	\$73.4616
Plant Operator I	1	\$41.0036	\$43.0538	\$45.2065	\$47.4668	\$49.8401
Plant Operator II	2	\$46.2242	\$48.5354	\$50.9622	\$53.5103	\$56.1858
Plant Operator III	3	\$53.9617	\$56.6598	\$59.4927	\$62.4674	\$65.5907
Receptionist		\$32.4293	\$34.0507	\$35.7533	\$37.5409	\$39.4180
Storekeeper I	1	\$45.6007	\$47.8807	\$50.2748	\$52.7885	\$55.4279
Storekeeper II	2	\$47.8806	\$50.2747	\$52.7884	\$55.4278	\$58.1992
Utility Worker		\$35.5379	\$37.3148	\$39.1806	\$41.1396	\$43.1966

Approved By:

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Tom Handley, President
 Board of Directors

Certificate Of Completion

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Certificate Pages: 5	Initials: 0
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Envelopeld Stamping: Enabled	Regina McEvoy
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	5072 Benson Road
	Union City, CA 94587
	Reginam@unionsanitary.ca.gov
	IP Address: 50.227.238.26

Record Tracking

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Signer Events

Tom Handley
thandley@unionsanitary.ca.gov
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Editor Delivery Events

Status

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Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Jennifer Sio-Kwok
jennifers@unionsanitary.ca.gov
Administrative Specialist II
Union Sanitary District
Security Level: Email, Account Authentication (None)

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Not Offered via DocuSign

Witness Events

Signature

Timestamp

Notary Events

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Envelope Summary Events

Status

Timestamps

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Electronic Record and Signature Disclosure		

REVIEW AND CONSIDER APPROVAL OF SIDE LETTER AGREEMENT BETWEEN SEIU LOCAL 1021 AND THE DISTRICT MODIFYING SECTION 7.6 OF THE CURRENT MEMORANDUM OF UNDERSTANDING

This item was reviewed by the Personnel Committee. General Manager Eldredge stated, during the wet weather season, the District may need to schedule Research and Support (R&S) Chemists and the Lab Director on short notice to conduct sampling on an on-call basis depending upon weather events. Previously, there were no provisions in the Service Employees International Union (SEIU) 1021 Memorandum of Understanding (MOU) that would allow District management to have R&S staff on-call during wet weather periods to conduct necessary testing. The District and SEIU met to negotiate an On-Call Duty pay that would be the same as on-call pay for other employees at the District. The new section created by the side letter would allow staff to hold on-call periods and be available to the District when needed. Details of the side letter were included in the Board meeting packet. Staff recommended the Board approve the side letter agreement between SEIU Local 1021 and the District to section 7.6(e) of the current MOU.

It was moved by Secretary Lathi, seconded by Director Toy, to Approve the Side Letter Agreement Between SEIU Local 1021 and Union Sanitary District to Section 7.6(e) of the current Memorandum of Understanding. Motion carried with the following vote:

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

INFORMATION ITEMS:

Publication of Kaiser Permanente Hospital of Fremont as Significant Violator in 2020

Environmental Compliance Team Coach Dunning stated the District is required to publish the names of all dischargers to the District's wastewater treatment plant that were in Significant Noncompliance (SNC) with Environmental Protection Agency (EPA) Pretreatment Regulations and/or the District's Sewer Ordinance No. 36.04 any time during the previous calendar year. The details of the administrative penalty issued to Kaiser Permanent Hospital of Fremont, and the publication that will appear in the Argus and Tri-City Voice during the fourth week of March 2021, were included in the Board meeting packet.

Report on the East Bay Dischargers Authority Meeting of February 18, 2021

Director Toy provided an overview of the notes from the EBDA meeting included in the Board meeting packet.

COVID-19 Update

General Manager Eldredge provided an update regarding COVID-19 impacts on District operations and coordination efforts.

Check Register

There were no questions regarding the check register.

COMMITTEE MEETING REPORTS:

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

GENERAL MANAGER'S REPORT:

General Manager Eldredge stated the following:

- NBC Bay Area reached out to the District requesting information for a follow-up story on sea level rise.
- Staff will send the Board an email regarding design of the Boardroom in the campus building.
- The EBDA Ad Hoc will meet this week.
- General Manager Eldredge will email the Board regarding financing options for the Enhanced Treatment and Site Upgrade Program.


OTHER BUSINESS:

Director Toy stated she attended the Alameda County Special Districts Association meeting held March 10, 2021.

ADJOURNMENT:

The meeting was adjourned at 4:41 p.m. to a Combined Board Workshop to be held virtually at 4:00 p.m. on Tuesday, April 12, 2021.

SUBMITTED:

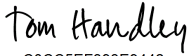
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REGINA McEVOY
BOARD CLERK

ATTEST:

DocuSigned by:

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ANJALI LATHI
SECRETARY

APPROVED:

DocuSigned by:

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TOM HANDLEY
PRESIDENT

Adopted this 12th day of April 2021

Certificate Of Completion

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Time Zone: (UTC-08:00) Pacific Time (US & Canada)	5072 Benson Road
	Union City, CA 94587
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Record Tracking

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Signer Events

Tom Handley
 thandley@unionsanitary.ca.gov
 Security Level: Email, Account Authentication (None)

Signature

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Anjali Lathi
 alathi@unionsanitary.ca.gov
 Security Level: Email, Account Authentication (None)

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Regina McEvoy
 reginam@unionsanitary.ca.gov
 Assistant to GM
 Union Sanitary District
 Security Level: Email, Account Authentication (None)

DocuSigned by:

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Signature Adoption: Pre-selected Style
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Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

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Carbon Copy Events	Status	Timestamp
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
