

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT/UNION SANITARY DISTRICT FINANCING
AUTHORITY
May 8, 2023**

CALL TO ORDER

President Lathi called the meeting to order at 4:00 p.m.

SALUTE TO THE FLAG

President Lathi led the salute to the flag.

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
Mark Carlson, Business Services Manager/CFO
Armando Lopez, Treatment and Disposal Services Manager
Jose Rodrigues, Collection Services Manager
Raymond Chau, Technical Services Manager
Ric Pipkin, Enhanced Treatment and Site Upgrade Program Manager
Chris Pachmayer, Fabrication, Maintenance, and Construction Coach
Alisa Gordon, Human Resources Manager
Michael Dunning, Environmental Compliance Coach
Tim Grillo, Research and Support Team Coach
Sharon Anderson, Administrative Specialist
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

VISITORS: Alice Johnson, League of Women Voters
Jack Alcom, Tri-City Voice

**APPROVE MINUTES OF THE UNION SANITARY DISTRICT BOARD MEETING OF
APRIL 24, 2023**

It was moved by Director Lathi, seconded by Director Kite, to Approve the Minutes of the Board Meeting of April 24, 2023. Motion carried unanimously.

APPROVE MINUTES OF THE UNION SANITARY DISTRICT SPECIAL BOARD MEETING OF APRIL 27, 2023

It was moved by Secretary Toy, seconded by Director Kite, to Approve the Minutes of the Special Board Meeting of April 27, 2023. Motion carried unanimously.

WRITTEN COMMUNICATIONS

There were no written communications.

PUBLIC COMMENT

There was no public comment.

SCHEDULING PUBLIC HEARING TO CONSIDER COLLECTION OF SEWER SERVICE CHARGES ON THE TAX ROLL FOR FISCAL YEAR 2024

This item was reviewed by the Legal/Community Affairs Committee. Business Services Manager/CFO Carlson stated staff prepared this item for the Board to consider placing sewer service charges for Fiscal Year 2024 on the tax rolls and set the date for the public hearing to consider authorizing collection. After the Board sets the hearing date, staff will prepare the report to be considered at the public hearing and will publish the required Notice included in the Board meeting packet in the Tri-City Voice and The Argus newspapers. Staff recommended the Board set the time for holding the public hearing to consider collection of sewer service charges on the tax roll for Fiscal Year 2024, at 4:00 p.m. or as soon thereafter as the matter may be heard, on June 26, 2023, to be held in the Boardroom at 5072 Benson Road, Union City California.

It was moved by Vice President Fernandez, seconded by Director Handley, to Set the Time for Holding the Public Hearing to Consider Collection of Sewer Service Charges on the Tax Roll for Fiscal Year 2024, at 4:00 p.m. or as Soon Thereafter as the Matter May be Heard, on June 26, 2023, to be Held in the Boardroom at 5072 Benson Road, Union City, California. Motion carried unanimously.

AWARD THICKENER & DEWATERING POLYMERS CONTRACT TO POLYDYNE INC.

This item was reviewed by the Budget & Finance Committee. Treatment and Disposal Services Manager Lopez stated the District's existing polymer contract with Polydyne is set to expire on June 30, 2023. An Invitation for Bid (IFB) was issued for a new 24-month term from July 1, 2023 through June 30, 2025, with two optional one-year extensions. The bid was for two different types of polymers, emulsion and Mannich. The polymers are used to help smaller sludge particles combine into larger clumps in the centrifuge and gravity belt thickener treatment processes. While staff solicited several vendors, only one bid was received from Polydyne Incorporated and the bid submission met minimum requirements. The Polydyne Inc. bid included a 13.9% increase for emulsion polymer and a 45.7% increase for Mannich polymer. Staff recommended the Board authorize the General Manager to execute a contract for thickener and dewatering polymers with Polydyne Inc., for an initial period of two years with two optional one-year extensions for a possible total of four years.

The Board directed staff to include price percentage increases in future Board items.

It was moved by Secretary Toy, seconded by Director Kite, to Authorize the General Manager to Execute a Contract for Thickener and Dewatering Polymers with Polydyne Inc., for an Initial Period of Two Years with Two Optional One-Year Extensions for a Possible Total of Four Years. Motion carried unanimously.

AWARD THE CONTRACT FOR THE PURCHASE OF PROGRAMMABLE LOGIC CONTROLLERS TO BUCKLES-SMITH FOR THE PLC REPLACEMENT PROJECT

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Chau stated the purpose of the Project will be to replace various aging programmable logic controller (PLC) processor modules located at the District's treatment plant and remote pump/lift stations. Existing processors will be replaced with newer Allen-Bradley 1756-L82E ControlLogix controllers to improve their reliability and network security. The Project will also include purchase of one spare 1756-L82E processor module. Staff will perform PLC processor module replacements in-house with the first processors scheduled to be delivered in August 2023; replacement of all 22 PLC processor modules is scheduled to be completed by Spring 2024. Staff recommended the Board award the contract for the purchase of 23 Allen-Bradley ControlLogix Programmable Logic Controllers in the amount of \$221,779.63 to Buckles-Smith for the PLC Replacement Project.

It was moved by Vice President Fernandez, seconded by Director Handley, to Award the Contract for the Purchase of 23 Allen-Bradley ControlLogix Programmable Logic Controllers in the Amount of \$221,779.63 to Buckles-Smith for the PLC Replacement Project. Motion carried unanimously.

ELECTION OF OFFICERS FOR THE BOARD OF DIRECTORS

General Manager Eldredge stated Policy No. 3070, Boardmember Officers and Committee Membership, states the Board shall annually elect by majority vote the President, Vice President, and Secretary. Staff recommended the Board appoint and elect by motion the officers to serve as President, Vice President, and Secretary, in accordance with District Policy No. 3070.

It was moved by Director Kite, seconded by Director Handley, to Elect Director Fernandez to Serve as President, Director Toy to Serve as Vice President, and Director Handley to Serve as Secretary for Approximately One-Year Terms. Motion carried unanimously.

INFORMATION ITEMS:

Certificates of Merit to Union Sanitary District's Class I Permitted Industries

This item was reviewed by the Legal/Community Affairs Committee. Environmental Compliance Coach Dunning stated the District's Environmental Compliance team will recognize industries that have exceeded the requirements of their wastewater discharge permits during the prior calendar year and have demonstrated continued commitment to protecting the environment at the Certificate of Merit event to be held at 3:00 p.m. on May 25, 2023. The District has invited representatives from 24 Significant Industrial Users with Class I Wastewater Discharge Permits to receive Certificates of Merit. A

congratulatory notice listing the awardees will be published in the Tri-City Voice and The Argus newspapers the week of May 15, 2023.

Check Register

There were no questions regarding the check register.

COMMITTEE MEETING REPORTS:

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

GENERAL MANAGER'S REPORT:

- General Manager Eldredge noted COVID updates will be included in the General Manager's Report going forward.
- General Manager Eldredge stated information provided to the Board via email pertaining to topics discussed at a Board meeting will be included in future Board packets.
- General Manager Eldredge will be out of the office the week of June 5, 2023.
- General Manager Eldredge noted the topic of discussion for the Board workshop to be held May 9, 2023, had changed from Fats, Oils, and Grease (FOG) Advertisement to Enhanced Treatment and Site Upgrade Campus Interior Materials and Finishes.


OTHER BUSINESS:

There was no other business.


ADJOURNMENT:

The meeting was adjourned at 4:17 p.m. to a Board Workshop to be held in the Boardroom on Tuesday, May 9, 2023, at 4:00 p.m.


SUBMITTED:

DocuSigned by:

E5506BB0443D4D7...
REGINA McEVOY
BOARD CLERK

ATTEST:

DocuSigned by:

C0CC5EF393E9442...
TOM HANDLEY
SECRETARY

APPROVED:

DocuSigned by:

77DEF9EB02E9471...
MANNY FERNANDEZ
PRESIDENT

Adopted this 22nd day of May 2023

Certificate Of Completion

Envelope Id: 9286538FA0E247EBB33D6E61CD1A3D0F	Status: Completed
Subject: Complete with DocuSign: 05082023 Minutes.pdf	
Source Envelope:	
Document Pages: 4	Signatures: 3
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope 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

Status: Original	Holder: Regina McEvoy	Location: DocuSign
5/24/2023 9:54:33 AM	Reginam@unionsanitary.ca.gov	

Signer Events

Manny Fernandez
 mfernandez@unionsanitary.ca.gov
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 77BEF9EB02EB471...
 Signature Adoption: Pre-selected Style
 Using IP Address: 174.249.131.154

Timestamp

Sent: 5/24/2023 9:55:45 AM
 Viewed: 5/25/2023 11:31:47 AM
 Signed: 5/25/2023 11:32:17 AM

Electronic Record and Signature Disclosure:

Accepted: 1/26/2022 9:26:24 AM
 ID: e4140941-90d6-45cc-8907-105cc2a7d5cd

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

DocuSigned by:


 E550CBBC143D4D7...
 Signature Adoption: Pre-selected Style
 Using IP Address: 50.227.238.26

Sent: 5/24/2023 9:55:45 AM
 Viewed: 5/24/2023 9:55:55 AM
 Signed: 5/24/2023 9:55:59 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

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

DocuSigned by:

 C0CC5EF393E9442...
 Signature Adoption: Pre-selected Style
 Using IP Address: 107.3.183.199
 Signed using mobile

Sent: 5/24/2023 9:55:45 AM
 Viewed: 5/24/2023 10:44:08 AM
 Signed: 5/24/2023 10:44:25 AM

Electronic Record and Signature Disclosure:

Accepted: 10/13/2022 7:41:57 PM
 ID: 4ae6b5bb-38a4-455f-804c-3e3f6079cc08

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
---------------------------	---------------	------------------

Witness Events	Signature	Timestamp
-----------------------	------------------	------------------

Notary Events	Signature	Timestamp
----------------------	------------------	------------------

Envelope Summary Events	Status	Timestamps
--------------------------------	---------------	-------------------

Envelope Sent	Hashed/Encrypted	5/24/2023 9:55:45 AM
Certified Delivered	Security Checked	5/24/2023 10:44:08 AM
Signing Complete	Security Checked	5/24/2023 10:44:25 AM
Completed	Security Checked	5/25/2023 11:32:17 AM

Payment Events	Status	Timestamps
-----------------------	---------------	-------------------

Electronic Record and Signature Disclosure
