EAST BAY DISCHARGERS AUTHORITY
COMMISSION MEETING MINUTES

October 17, 2013

1. Call to Order
Chair Peixoto called the meeting to order at 9:30 A.M. on Thursday, October 17, 2013, at the Oro Loma Sanitary District Boardroom, 2655 Grant Avenue, San Lorenzo, CA 94580.

2. Roll Call
PRESENT: Ralph Johnson, Castro Valley Sanitary District; Jim Prola, City of San Leandro; Marvin Peixoto, City of Hayward; Tom Handley, Union Sanitary District; Ron Dias, Oro Loma Sanitary District
ABSENT: None

OTHERS PRESENT: Mike Connor East Bay Dischargers Authority
John Bakker Legal Counsel
Linda Adams East Bay Dischargers Authority
David Stoops East Bay Dischargers Authority
Dean Wilson City of San Leandro
Roland Williams Castro Valley Sanitary District
Jason Warner Oro Loma Sanitary District
Jeff Schier Oro Loma Sanitary District
Rich Currie Union Sanitary District
Ed McCormick Union Sanitary District
Alex Ameri City of Hayward
Juanita Villasenor City of Livermore

3. Public Forum
The General Manager introduced Juanita Villasenor, EBDA’s recently hired Administrative Assistant whose employment begins November 1, 2013. Ms. Villasenor stated that for nearly eleven years she has worked as administrative support to the various sections of the Water Resources Division at the City of Livermore. Prior to joining the public sector she worked as a finance professional in the insurance industry. She thanked the General Manager for this opportunity and she looks forward to joining EBDA.

The General Manager also introduced Jeff Schier, Lead Mechanic at Oro Loma Sanitary District. Jeff was instrumental in solving a low-pressure problem with the No. 4 right-angle gear drive at the Oro Loma Effluent Pump Station. Jeff meticulously troubleshooted the problem and discovered that a hole in a fitting had been machined too large causing the low-pressure. This is a critical piece of equipment that is essential to have running well during wet weather operations. The equipment manufacturer was quite impressed
with Mr. Schier's mechanical expertise. The board thanked Mr. Schier for his excellent work.

**CONSENT CALENDAR**

5. List of Disbursements for September 2013
6. Treasurer's Report for September 2013
7. Final Adjusted Treasurer's Reports for June, July and August 2013

A motion by Commissioner Prola, seconded by Commissioner Handley, to approve the consent calendar passed by a vote of 5 ayes, 0 noes.

**REGULAR CALENDAR**

8. General Manager's Report
Manager David Stoops showed a video of the recent removal of one of the check valves at the Alvarado Effluent Pump Station to show the precise work that is required to maintain EBDA facilities. The space allowance between adjacent equipment is about one inch, requiring patience, alertness and expertise. This particular work was performed by EBDA's contractor, D.W. Nicholson.

9. Report from the Managers Advisory Committee (MAC)
The Committee discussed the status of the force main. EBDA is taking steps to evaluate the condition of the force main to get a better idea of the timeframe for replacement. Balraj Hehar, Lead Mechanic at the San Leandro Water Pollution Control Plant, met with the Committee to talk about his recent evaluation of air relief valves and access ports. More information will be forthcoming in the upcoming months.

10. Report from the Financial Management Committee
The Committee recommended approval of the resolution approving Budget Modification No. 1 to increase the budget by $18,000 for overlap of administrative staff during a training period. Similar action was done during the Operations and Maintenance Manager transition and it worked out well. The Administrative Assistant announced her planned retirement after the FY 2013/14 budget had been adopted, thereby necessitating the modification.

A motion by Commissioner Prola, seconded by Commissioner Dias, to accept the Financial Management Committee report passed by a vote of 5 ayes, 0 noes.

11. Resolution Approving FY2013/14 Budget Modification NO. 1
The resolution, introduced by Commissioner Dias and seconded by Commissioner Prola, approving budget modification No. 1 to increase the General Administration Fund by $18,000 to an overall amount of $937,253 for overlap of administrative staff during a training period was adopted by a vote of 5 ayes, 0 noes.
Ayes: Commissioners Johnson, Prola, Handley, Dias and Chair Peixoto
Noes: None
Absent: None
Abstain: None

12. Report from the Regulatory Affairs Committee
The Committee discussed negotiations between the Regional Board and BACWA on the Regional Watershed Nutrient Permit. BACWA has approximately 40 members that will be affected by the permit. The parties are working on specific wording in the permit. In addition, BACWA will sponsor a workshop next week on nutrient treatment technology to increase public awareness about nutrients.

A motion by Commissioner Prola, seconded by Commissioner Dias, to accept the Regulatory Affairs Committee report passed by a vote of 5 ayes, 0 noes.

13. Report from the Operations and Maintenance Committee
The Committee discussed the status of the pumps at the Hayward Effluent Pump Station. Overhaul work on all three pumps will be complete by November 1st in advance of the rainy season. Commissioner Dias mentioned that the #2 pump experienced a failure after its overhaul and reinstallation. Fortunately for EBDA, the failure was discovered shortly after installation and was repaired under warranty.

A motion by Commissioner Johnson, seconded by Commissioner Handley, to accept the Operations and Maintenance Committee report passed by a vote of 5 ayes, 0 noes.

14. Report from the Personnel Committee
The Committee reviewed the General Manager’s fall and winter travel report. The Committee also recommended adoption of a resolution that rescinds Resolution 13-10 and fixes the Authority’s contribution under the Public Employees Medical and Hospital Care Act at $447 per month. In May, the Commission adopted Resolution 13-10 that increased the Authority’s contribution to retiree health premiums from $434 to $450 per month. That resolution was returned by CalPERS stating it requires standard wording for resolutions that modify employer contributions. The monthly contribution was lowered by $3 from $450 to $447 to keep the increase within the 3% adjustment allowed under the Act.

Finally, the Committee held a closed session to discuss the General Manager's annual performance evaluation. Approval of the General Manager's contract and compensation package will be scheduled for discussion in open session at the November meetings.

A motion by Commissioner Prola, seconded by Commissioner Johnson, to accept the Personnel Committee report passed by a vote of 5 ayes, 0 noes.
15. Resolution Rescinding Resolution 13-10 and Fixing the Employer's Contribution Under the Public Employees Medical and Hospital Care Act
The resolution, introduced by Commissioner Prola and seconded by Commissioner Johnson, to rescind Resolution 13-10 and fix the employer's contribution under the Public Employees Medical and Hospital Care Act at $447 per month was adopted by a vote of 5 ayes, 0 noes.

Ayes: Commissioners Johnson, Prola, Handley, Dias and Chair Peixoto
Noes: None
Absent: None
Abstain: None

16. Closed Session
The Commission met in closed session pursuant to Government Code Section 54957(b)(1) to discuss the General Manager's annual performance evaluation.

17. Reconvene to Open Session
Chair Peixoto stated that no reportable action was taken by the board in closed session.

18. Items from the Commission and Staff
Commissioner Handley stated that the Board of the Union Sanitary District voted to reimburse EBDA for cost of legal representation related to a dismissed lawsuit. The parcel that was the basis of the claim against EBDA is owned by Union Sanitary District and, had the plaintiffs' attorneys known that, USD would have been sued, not EBDA. The Commission expressed appreciation to the Board of Union Sanitary District.

19. Adjournment
With no further business, Chair Peixoto adjourned the meeting at 10:35 a.m.

Michael S. Connor
General Manager