EAST BAY DISCHARGERS AUTHORITY
COMMISSION MEETING MINUTES

July 20, 2017

1. Call to Order
Chair Peixoto called the meeting to order at 9:30 A.M. on Thursday, July 20, 2017, at the Oro Loma Sanitary District Boardroom, 2655 Grant Avenue, San Lorenzo, CA 94580.

2. Roll Call
PRESENT: Timothy Becker, Oro Loma Sanitary; Marvin Peixoto, City of Hayward; Ralph Johnson, Castro Valley Sanitary District; Pauline Russo Cutter, City of San Leandro; Jennifer Toy, Union Sanitary District;

ABSENT: None

OTHERS PRESENT: Michael Connor East Bay Dischargers Authority
Eric Casher Legal Counsel
Howard Cin East Bay Dischargers Authority
Juanita Villasenor East Bay Dischargers Authority
Alex Ameri City of Hayward
Paul Eldredge Union Sanitary District
Jason Warner Oro Loma Sanitary District
Roland Williams Castro Valley Sanitary District
Dean Wilson City of San Leandro

3. Public Form
There were no members of the public in attendance at the meeting.

CONSENT CALENDAR

4. Commission Meeting Minutes of May 18, 2017
5. List of Disbursements for May and June 2017
6. Treasurer’s Report for May and June 2017
Commissioner Johnson moved to approve the Consent Calendar items. The motion was seconded by Commissioner Becker and carried unanimously, 4-0 (Toy, Becker, Johnson, Peixoto; ayes).

REGULAR CALENDAR

7. General Manager’s Report
The General Manager deferred his comments to specific agenda items. Mr. Connor also advised the Commission that there would be a closed session for the Commission to review the General Manager’s performance and employment agreement.
8. **Report from the Managers Advisory Committee (MAC)**
The MAC discussed the status of the HEPS upgrade, the planned transport system inspection, and EBDA JPA fee language. The Carollo Engineers flow model results will be used in the development of the language.

9. **Report from the Financial Management Committee**
The Financial Management Committee met with the General Manager on July 18, 2017 and approved the May and June list of disbursements and Treasurer’s Reports. The Committee reviewed the Renewal and Replacement Fund historical data concerning facility spending and member agency contributions.

Commissioner Toy moved to approve the report from the Financial Management Committee. The motion was seconded by Commissioner Cutter and carried unanimously, 5-0 (Toy, Cutter, Becker, Johnson, Peixoto; ayes).

10. **Report from the Regulatory Affairs Committee**
The Regulatory Affairs Committee met with the General Manager on July 18, 2017. The Committee discussed permit compliance, the Water Board’s inspection of the MDF, and EBDA’s checklist of regulatory reporting. Also, the General Manager advised the Committee on the status of the regional watershed permit for nutrients.

Commissioner Becker moved to approve the report from the Regulatory Affairs Committee. The motion was seconded by Commissioner Johnson and carried unanimously, 5-0 (Toy, Cutter, Becker, Johnson, Peixoto; ayes).

11. **Report from the Operations and Maintenance Committee (O&M)**
The Operations and Maintenance Committee met with the General Manager on July 17, 2017 and discussed the status of EBDA facilities. The Committee was updated on the status of the AEPS No. 1 and No. 6 effluent pumps, Hayward MCC replacement project, OLEPS fuel tank replacement, and Skywest No. 1 Pump. The Committee also discussed the Enterococcus issue in the transport system, the revised scope of work for the hydraulic study, and EBDA flow data. The Committee expressed its support of the funding resolutions for an increase of $60,000 to the Univar USA purchase order number 2048.

The O&M Manager, Howard Cin presented to the Commission a plan for the transport system inspection. The inspection will take place in fall 2017.

Commissioner Toy moved to approve the report from the Operations & Maintenance Committee. The motion was seconded by Commissioner Becker and carried unanimously, 5-0 (Toy, Cutter, Becker, Johnson, Peixoto; ayes).

12. **Resolution Authorizing the General Manager to Issue a Change Order to Univar USA, Inc. for Sodium Bisulfite 25% Solution in FY 2016/2017 in the amount of $60,000**
Commissioner Cutter introduced the resolution authorizing a change order to purchase order 2048 in the amount of $60,000. The motion was seconded by Commissioner Becker and carried unanimously, 5-0.

Ayes: Commissioners Toy, Cutter, Becker, Johnson, and Chair Peixoto
Noes: None
Absent: None
Abstain: None

13. **Report From the Personnel Committee**
The Personnel Committee met with the General Manager on July 17, 2017 and reviewed EBDA’s balanced scorecard for 2017. Although some of the member agencies may have neared their permit limits, no exceedances occurred. The Committee discussed the renewal of the General Manager’s employment agreement in closed session.

Commissioner Becker moved to approve the report from the Personnel Committee. The motion was seconded by Commissioner Cutter and carried unanimously, 5-0 (Toy, Cutter, Becker, Johnson, Peixoto; ayes).

14. **Closed Session**
The Commission met in closed session pursuant to Government Code Section 54957(b)(1) to discuss an annual review of the General Manager’s performance and employment agreement.

15. **Reconvene to Open Session**
Chair Peixoto advised that during closed session the Commission reviewed the performance of the General Manager. The Commission agreed that the General Manager had met the goals set for the General Manager’s performance and accordingly approved a cost-of-living adjustment per the General Manager’s employment agreement.

Commissioner Cutter moved to approve the General Manager’s employment agreement for the term of July 1, 2017 to June 30, 2018. The motion was seconded by Commissioner Becker and carried unanimously, 5-0 (Toy, Cutter, Becker, Johnson, Peixoto; ayes).

16. **Report from the Ad Hoc Committee**
The Ad Hoc Committee met with the General Manager on July 19, 2017 and discussed a proposed system capacity exceedance coverage fee.

Commissioner Johnson moved to approve the report from the Ad Hoc Committee. The motion was seconded by Commissioner Cutter and carried unanimously, 5-0 (Toy, Cutter, Becker, Johnson, Peixoto; ayes).
17. **Items from the Commission and Staff**
There were no additional items from the Commission or Staff.

18. **Adjournment**
With no further business, Chairman Peixoto adjourned the meeting at 10:55 a.m.

Michael S. Connor
General Manager