EAST BAY DISCHARGERS AUTHORITY
COMMISSION MEETING MINUTES

January 18, 2018

1. Call to Order
Chair Peixoto called the meeting to order at 9:30 A.M. on Thursday, January 18, 2018, at the Oro Loma Sanitary District Boardroom, 2655 Grant Avenue, San Lorenzo, CA 94580.

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

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
Gene Boucher Union Sanitary District
Jason Warner Oro Loma Sanitary District
Roland Williams Castro Valley Sanitary District
Justin Jenson City of San Leandro

3. Public Form
No member of the public requested to address the Commission at the meeting.

CONSENT CALENDAR

4. Commission Meeting Minutes of December 21, 2017
5. List of Disbursements for December 2017
6. Treasurer’s Report for December 2017
Commissioner Johnson moved to approve the Consent Calendar items. The motion was seconded by Commissioner Becker and carried unanimously, 5-0 (Johnson, Cutter, Toy, Becker, Peixoto; ayes).

REGULAR CALENDAR

7. General Manager’s Report
The General Manager introduced Gene Boucher, Union Sanitary District’s Human Resources Manager. Mr. Boucher will proctor the General Manager interviews during
closed session. The selected candidate will meet with the Personnel Committee on Monday, January 22 for labor negotiations.

8. **Report from the Managers Advisory Committee (MAC)**
The MAC met with the General Manager on January 17, 2018 and discussed the first round interviews. The MAC reviewed the agenda items and support the three funding resolutions in the O&M staff report.

9. **Report from the Financial Management Committee**
The Financial Management Committee met with the General Manager on January 16, 2018, and reviewed the December List of Disbursements and Treasurer’s Report. The Committee recommended Commission approval of the resolution appointing alternate authorized signers to the EBDA checking account. Commissioners Becker and Johnson were selected to be alternate signers due to their availability and proximity to the EBDA office.

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

10. **Resolution Appointing Alternate Authorized Signer**
Commissioner Cutter moved to adopt the resolution appointing Commissioner Becker and Commissioner Johnson as alternate authorized signer on EBDA’s checking account. The motion was seconded by Commissioner Toy and carried unanimously, 5-0.

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

11. **Report from the Regulatory Affairs Committee**
The Regulatory Affairs Committee met with the General Manager on January 16, 2018, and reviewed permit compliance. The Committee was updated on the status of the NPDES Watershed Permit.

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

12. **Report from the Operations and Maintenance Committee (O&M)**
The Operations and Maintenance Committee met on January 17, 2018 and discussed the status of EBDAs facilities. The ongoing facility projects discussed included AEPS No. 1 and No. 6 effluent pumps; Hayward MCC replacement project and No. 2 effluent pump; OLEPS fuel tank replacement and Pumps 1 and 4 discharge valve actuator replacement projects; and the MDF water champ.
The Committee recommends Commission adoption of the following funding resolutions: 1) Amendment No. 1 to the Carollo agreement in the amount of $7,000; 2) a purchase order to Wonderware California for $40,762; and 3) a purchase order to Calcon Systems, Inc. for $39,920.

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

13. Resolution Authorizing the General Manager to Issue Amendment No. 1 to the Contract With Carollo Engineers, Inc. Dated July 14, 2017, in the Amount of $7,000 for a Total not to Exceed Amount of $88,800 for the Additional Work Necessary to Complete an Update of the System Flow Master Plan Modeling

Commissioner Becker introduced the resolution authorizing a change order to the agreement with Carollo Engineers, Inc. in the amount of $7,000 for the additional work needed to complete the System Flow Master Plan Modeling. The motion was seconded by Commissioner Johnson and carried unanimously, 5-0.

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

14. Resolution Authorizing the General Manager to Issue a Purchase Order to Wonderware California in the Amount not to Exceed $40,762 for the New Citect SCADA Software and Three Years of Licensing and Technical Support

Commissioner Cutter introduced the resolution authorizing a purchase order to Wonderware California in the amount of $7,000 for the Citect SCADA Software, three years licensing and technical support. The motion was seconded by Commissioner Becker and carried unanimously, 5-0.

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

15. Resolution Authorizing the General Manager to Issue a Purchase Order to Calcon Systems, Inc. in the Amount not to Exceed $39,920 for the Professional Services Required to Implement the SCADA System Upgrade

Commissioner Becker introduced the resolution authorizing a purchase order to Calcon Systems, Inc in the amount of $39,920 for the professional services to implement the SCADA System Upgrade. The motion was seconded by Commissioner Johnson and carried unanimously, 5-0.

Ayes: Commissioners Johnson, Cutter, Toy, Becker, and Chair Peixoto
Noes: None
Absent: None
16. **Report from the Personnel Committee**
The Personnel Committee met with the General Manager on January 16, 2018. The Personnel Committee recessed to closed session at 11:05 a.m. to discuss the interview process to take place on Thursday, January 18, 2018 for the General Manager recruitment. The Committee returned from Closed Session at 12:00 p.m. Committee Chair Pauline Cutter stated that there was no reportable action from the Closed Session.

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

17. **Closed Session**
The Commission recessed to closed session at 9:15 a.m. to hold interviews for the General Manager position.

18. **Reconvene to Open Session**
The Commission returned from closed session at 2:05 p.m. Commission Chair Peixoto stated that there was no reportable action from the closed session.

19. **Items from the Commission and Staff**
There were no additional items from the Commission or Staff.

20. **Adjournment**
With no further business, Chairman Peixoto adjourned the meeting at 2:10 p.m.

Michael S. Connor
General Manager