EAST BAY DISCHARGERS AUTHORITY
COMMISSION MEETING MINUTES

June 18, 2015

1. Call to Order
Chair Handley called the meeting to order at 9:30 A.M. on Thursday, June 18, 2015, at the City of San Leandro Water Pollution Control Plant, 3000 Davis Street, San Leandro, CA 94577.

2. Roll Call
PRESENT: Marvin Peixoto, City of Hayward; Ron Dias, Oro Loma Sanitary District; Ralph Johnson, Castro Valley Sanitary District; James Prola, City of San Leandro; Thomas Handley, Union Sanitary District

ABSENT: None

OTHERS
PRESENT: David Stoops, East Bay Dischargers Authority
Steve Meyers, Legal Counsel
Juanita Villasenor, East Bay Dischargers Authority
Alex Ameri, City of Hayward
Bill Halsted, 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

5. List of Disbursements for May 2015

Commissioner Dias moved to approve the consent calendar. The motion was seconded by Commissioner Peixoto and carried unanimously (Peixoto, Dias, Johnson, Prola, Handley; ayes).

REGULAR CALENDAR

7. General Manager’s Report
The Operations & Maintenance Manager advised the Commission that EBDA is performing well.
8. Report from the Managers Advisory Committee (MAC)
EBDA's Regional Board Case Manager, James Parrish, was introduced at the MAC. Mr. Parrish completed the annual inspection of the MDF and no deficiencies were noted. Mr. Parrish also advised that he will be working with EBDA on the upcoming permit. Bill Faisst of B&C presented an evaluation of the proposals received for the Outfall inspection. A recommendation will be presented to the Commission by the end of summer, in time to perform the inspection by October. The MAC reviewed the Renewal Replacement Fund (RRF) FY 2014/2015 Recap. The Committee also discussed the resolution for the RRF schedule for FY 2015/2016. The MAC agreed with the recommendation of the O&M Committee to approve of the RRF schedule for FY 2015/2016.

9. Report from the Financial Management Committee
The Finance Committee approved the May List of Disbursements and Treasurer's Report. The Committee completed the annual review of the Authority's Financial Management System Policy and Procedures Manual, no changes were made. The Finance Committee recommended Commission approval of a resolution authorizing amendment number four, which provides a COLA, to the fee contract with Meyers Nave.

Commissioner Prola moved to approve the report from the Financial Management Committee. The motion was seconded by Commissioner Peixoto and carried unanimously (Peixoto, Dias, Johnson, Prola, Handley; ayes).

10. Resolution Authorizing Amendment No. 4 to the Fee Contract by and Between East Bay Dischargers Authority and Meyers Nave, a Professional Law Corporation
Commissioner Peixoto moved to approve the resolution authorizing an amendment to the fee contract with Meyers Nave. The motion was seconded by Commissioner Dias and carried unanimously (Peixoto, Dias, Johnson, Prola, Handley; ayes).

11. Report from the Regulatory Affairs Committee
The Regulatory Affairs Committee reviewed May permit compliance. The Committee discussed EBDA's nutrient discharges by member agencies. In summary, there is not much difference in influent nitrogen concentrations among EBDA agencies.

Commissioner Dias moved to approve the report from the Regulatory Affairs Committee. The motion was seconded by Commissioner Prola and carried unanimously (Peixoto, Dias, Johnson, Prola, Handley; ayes).

12. Report from the Operations and Maintenance Committee (O&M)
The Operations & Maintenance Committee reviewed EBDA's performance and the status of O&M projects. The Committee reviewed the annual recap of the Authority's asset management plan/RRF for fiscal year 2014/15. The Committee discussed a resolution approving the Asset Management Plan/Renewal & Replacement fund schedule for FY 2015/16. The Committee also considered a resolution authorizing the General Manager to issue a purchase order to Univar USA, Inc. for sodium bisulfite 20% solution in FY 2015/16, not to exceed $200,000. The O&M Committee
recommended adoption of these items by the Commission. Lastly, the Committee recommended Commission approval of two separate resolutions authorizing purchase orders for the OLEPS PLC project: 1) Alameda Electrical Distributors in the amount not to exceed $87,000; and 2) Calcon Systems, Inc. in the amount not to exceed $98,000.

Commissioner Peixoto moved to approve the report from the Operations & Maintenance Committee. The motion was seconded by Commissioner Johnson and carried unanimously (Peixoto, Dias, Johnson, Prola, Handley; ayes).

Commissioner Dias moved to adopt the resolution approving the Asset Management Plan/Renewal and Replacement Fund Schedule for FY 2015/2016. The motion was seconded by Commissioner Prola and carried unanimously (Peixoto, Dias, Johnson, Prola, Handley; ayes).

14. Resolution Authorizing the General Manager to Issue a Purchase Order to Univar USA, Inc. for Sodium Bisulfite 25% Solution in FY 2015/2016 in an Amount not to Exceed $200,000 Without Prior Commission Approval
Commissioner Dias moved to adopt the resolution authorizing a purchase order to Univar USA, Inc. for Sodium Bisulfite 25% solution in the amount of $200,000 for FY 2015/2016. The motion was seconded by Commissioner Johnson and carried unanimously (Peixoto, Dias, Johnson, Prola, Handley; ayes).

15. Resolution Accepting the Proposal from Alameda Electrical Distributors for the Programmable Logic Control Equipment and Authorizing the General Manager to Issue a Purchase Order to Alameda Electrical Distributors for the Purchase of Programmable Logic Control Equipment in the Amount of $87,000
Commissioner Dias moved to approve the resolution accepting the proposal from Alameda Electrical Distributors and authorizing a purchase order for $87,000. The motion was seconded by Commissioner Peixoto and carried unanimously (Peixoto, Dias, Johnson, Prola, Handley; ayes).

16. Resolution Authorizing the General Manager to Issue a Purchase Order to Calcon Systems, Inc. in the Amount of $98,000 for the Oro Loma Effluent Pump Station Automation Control System Upgrade Project: Phase 2 for Installation of Programmable Logic Control Equipment and Associated Wiring, Testing, and Demolition Services
Commissioner Peixoto moved to approve the resolution authorizing a purchase order to Calcon Systems, Inc. in the amount of $98,000 for the OLEPS Automation Control System Upgrade Project: Phase 2 for installation of the PLC equipment. The motion was seconded by Commissioner Dias and carried unanimously (Peixoto, Dias, Johnson, Prola, Handley; ayes).

17. Report from the Personnel Committee
The Personnel Committee conducted its annual review of the Ralph M. Brown Act, there were no pertinent updates. The O&M Manager updated the Committee on staff’s performance and reviewed employees’ accrued vacation leave. Also, the employee
contributions to CalPERS increases from 6% to 8%, the total required member contribution, effective July 1, 2015. The Committee discussed a resolution amending the General Manager’s employment agreement effective July 1, 2015, reducing the hours worked by 20%. The Committee also discussed a resolution fixing EBDA’s monthly PEMHCA contribution at $460 per employee and annuitant, as agreed to at the Commission’s April meeting. The Committee recommended that the Commission approve the resolutions. The EBDA Calendar of Meetings was updated to reflect the Personnel Committee meeting every other month. Lastly, the Personnel Committee recommended approval, by motion, the rotation of the Commission Chair to Roland Dias of Oro Loma Sanitary District.

Commissioner Prola moved to approve the report from the Personnel Committee with noted changes. The motion was seconded by Commissioner Johnson and carried unanimously (Peixoto, Dias, Johnson, Prola, Handley; ayes).

Commissioner Prola introduced the resolution approving amendments to the General Manager’s Employment Agreement July 1, 2015 to June 30, 2016. The motion was seconded by Commissioner Johnson and carried unanimously (Peixoto, Dias, Johnson, Prola, Handley; ayes).

19. Resolution Fixing the Employer’s Contribution Under the Public Employees’ Medical and Hospital Care Act
Commissioner Prola introduced the resolution fixing the Employer’s Contribution under the Public Employees’ Medical and Hospital Care Act. The motion was seconded by Commissioner Johnson and carried unanimously (Peixoto, Dias, Johnson, Prola, Handley; ayes).

20. Motion Approving Commission Chair Rotation
Commissioner Dias reviewed the committee assignments and schedule of meetings.

Commissioner Prola moved the motion approving the Commission Chair rotation. The motion was seconded by Commissioner Johnson and carried unanimously (Peixoto, Dias, Johnson, Prola, Handley; ayes).

21. Items from the Commission and Staff
Commissioner Johnson announced the recent dedication of the Harry S. Francis skateboard park at the Adobe Park in Castro Valley.

22. Adjournment
With no further business, Chair Handley adjourned the meeting at 9:50 a.m.

Michael S. Connor
General Manager