EAST BAY DISCHARGERS AUTHORITY
COMMISSION MEETING MINUTES

March 15, 2018

1. Call to Order
Chair Peixoto called the meeting to order at 9:30 A.M. on Thursday, March 15, 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: Jacqueline Zipkin 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
Judy Walker 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 February 15, 2018
5. Special Meeting Minutes of February 6, 2018
6. List of Disbursements for February 2018
7. Treasurer’s Report for February 2018

Commissioner Johnson moved to approve the Consent Calendar items. The motion
was seconded by Commissioner Toy and carried unanimously, 5-0 (Johnson, Cutter,
Toy, Becker, Peixoto; ayes).

REGULAR CALENDAR

8. General Manager’s Report
The General Manager thanked everyone for their support during this time of transition.
9. **Report from the Managers Advisory Committee (MAC)**
The MAC met with the General Manager on March 14, 2018 and reviewed the board package. The MAC discussed proposed JPA revision process and language.

10. **Report from the Ad Hoc Committee**
The Ad Hoc Committee met on March 13, 2018 and reviewed the results of the draft Hydraulic Study. The Ad Hoc also discussed possible FY 2018/19 projects that may support JPA revisions.

11. **Report from the Financial Management Committee**
The Financial Management Committee met with the General Manager on March 13, 2018, and reviewed the February List of Disbursements, Treasurer’s Report, and draft FY 18/19 Budget recommendations. The Committee discussed a resolution appointing the new General Manager as Treasurer/Controller for the Authority effective June 1, 2018, and recommends Commission approval of the resolution.

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

12. **Resolution Appointing a Treasurer/Controller for the East Bay Dischargers Authority**
Commissioner Cutter moved to adopt the resolution appointing Jacqueline Zipkin as Treasurer/Controller for the Authority effective June 1, 2018. The adopted resolution also provides Ms. Zipkin with signing authority on EBDA’s accounts effective immediately. 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

13. **Report from the Regulatory Affairs Committee**
The Regulatory Affairs Committee met with the General Manager on March 13, 2018. The Committee reviewed permit compliance and the Peracetic Acid Pilot test.

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

14. **Report from the Operations and Maintenance Committee (O&M)**
The Operations and Maintenance Committee met on March 12, 2018 and discussed the status of EBDA facilities. The ongoing facility projects discussed included AEPS No. 1 and No. 6 effluent pumps; Hayward MCC replacement project; OLEPS fuel tank replacement and Pumps No. 1 and 4 discharge valve actuator replacement projects and the new OLEPS SPCC plan; Skywest No. 2 pump motor and mixer; MDF water champ;
and the SCADA system upgrade. The Committee also reviewed the 2017/18 Wet Weather SOP. Lastly, the O&M Committee was updated on the status of special projects including the Transport Pipe Condition Assessment and the Hydraulic Study.

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

15. **Report from the Personnel Committee**
The Personnel Committee met on March 12, 2108. The Committee discussed personnel assumptions for the FY 2018/19 Budget. The Personnel Committee recommends Commission adoption of the resolution fixing EBDA’s PEMHCA at $473.00. The Committee reviewed the General Manager’s 2018/19 performance plan. Commissioner Becker requested addition of an item related to pursuit of a Basin Plan Amendment on chlorine residual.

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

16. **Resolution Fixing the Employer’s Contribution Under the Public Employees’ Medical and Hospital Care Act**
Commissioner Becker introduced the resolution fixing the Employer’s Contribution under the Public Employees’ Medical and Hospital Care Act at $473. The motion was seconded by Commissioner Cutter and carried unanimously, 5-0.

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

17. **Items from the Commission and Staff**
The Commission was reminded that completed Fair Political Practices Commission Form 700 – Statement of Economic Interests (Form 700) are due.

18. **Adjournment**
With no further business, Chairman Peixoto adjourned the meeting at 10:30 a.m.

[Signature]
Michael S. Connor
General Manager