

**MINUTES OF THE MEETING OF THE  
BOARD OF DIRECTORS OF  
UNION SANITARY DISTRICT  
July 8, 2013**

**1. CALL TO ORDER**

President Kite called the Board to Order at 7:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

PRESENT: Manny Fernandez, Secretary  
Tom Handley, Director  
Pat Kite, President  
Anjali Lathi, Vice President  
Jennifer Toy, Director

ABSENT: None

STAFF: Richard Cortes, Acting General Manager/Business Services Manager  
Sami Ghossain, Coach, Capital Improvements Projects  
Jesse Gill, Manager, Technical Support & Customer Services  
Dave Livingston, Manager, Treatment & Disposal Services  
Robert Simonich, Manager, Fabrication, Maintenance & Construction  
David O'Hara, Legal Counsel  
Tom Graves, Assistant to the General Manager/Board Secretary

CONSULTANTS: None

VISITORS: Ed McCormick, Manager of Wastewater Engineering, EBMUD

**4. APPROVAL OF THE MINUTES OF JUNE 24, 2013**

On a motion made by Director Handley and seconded by Director Fernandez, the Minutes of the Board of Directors Special Meeting of June 24, 2013 were approved. The motion carried unanimously.

**5. WRITTEN COMMUNICATIONS**

There were no official written communications.

6. **ORAL COMMUNICATIONS**

There were no oral communications.

7. **ELECTION OF OFFICERS FOR FY14**

On a motion made by Director Handley and seconded by Director Kite, the nominations of Anjali Lathi as President, Manny Fernandez as Vice President, and Jennifer Toy as Secretary, were approved unanimously.

8. **APPROVING THE PUBLICLY AVAILABLE PAY SCHEDULE**

On a motion made by Director Toy and seconded by Director Fernandez, the Publicly Available Pay Schedule was amended to reflect a 3.5% salary adjustment made to classified employee salary ranges as the result of the June 6, 2013 implementation of the new labor contract, and the unclassified classification of Junior Engineer was added as well. The motion carried unanimously.

9. **CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) ELECTION OF REGION 3, SEAT B REPRESENTATIVE.**

This item was pulled by staff. It had been previously acted upon at the April 8, 2013 Board of Directors meeting.

**INFORMATION ITEMS**

10. **BOARD EMAIL COMMUNICATIONS**

Counsel O'Hara made a presentation about legal requirements as they relate to public disclosure and privacy issues. He cited a local case in Santa Clara County that could have an effect on email accounts as they relate to disclosable contents. He stated that the decision about how to manage email correspondence is within the purview of the Board, but that he would advise them it would probably be best to route all communications through the office of the General Manager.

**11. CHECK REGISTER**

Director Handley requested information about weed abatement costs, and Andy Morrison explained that CS staffs as well as contract labor will, from time to time, spray areas in easements as well as here at the plant for weeds, especially around manholes.

Director Handley also requested that the Board be given a brief report on the EAP Program, how it is being accessed, if usage is up or down, etc. Rich Cortes said he would follow through with the Board.

**12. COMMITTEE MEETING REPORTS**

The following committees met: Personnel and Legal/Community Affairs.

**13. GENERAL MANAGER'S REPORT:**

Acting General Manager Rich Cortes presented the report.

He stated a new Jr. Engineer has been hired, and that the Construction Inspector position closed with 48 applications received.

The month of June marked 13 months at USD without a spill.

Jesse Gill presented an update on the Boyce Road Pump Station, which has been experiencing motor or diesel oil smells the past two consecutive Tuesdays. Environmental Compliance staff and Collections Services staff are working to find the source of the oil.

Staff has received a request from The Los Angeles Times regarding Evergreen Oil, and is working on a response.

There have been four complaints of odors emanating from the plant within a 1 mile radius, which have triggered an investigation. Dave Livingston has been liaising with local residents and staff to discern the source of the odors, and work continues. The Board will be kept apprised.

Director Fernandez suggested that trees might make a better barrier than the wall now in place, especially if the purpose is to disperse the airflow from the plant. He suggested that staff may want to contact a landscape architect.

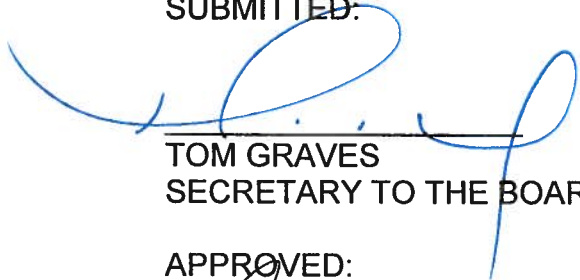
14. **OTHER BUSINESS**

There was no other business.

15. **ADJOURNMENT**

At 7:30 p.m., the Board adjourned to the next Regular Board Meeting on Monday, July 22, 2013 at 7:00 p.m. in the Boardroom.

SUBMITTED:



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TOM GRAVES  
SECRETARY TO THE BOARD

ATTEST:



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MANNY FERNANDEZ  
SECRETARY

APPROVED:



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PAT KITE  
PRESIDENT

Adopted this 22nd day of July, 2013.