

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
September 25, 2017**

CALL TO ORDER

President Kite called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

STAFF: Paul Eldredge, General Manager
Karen Murphy, District Counsel
James Schofield, Collection Services Manager
Robert Simonich, Fabrication, Maintenance, and Construction Manager
Armando Lopez, Treatment & Disposal Services Manager
Laurie Brenner, Business Services Team Coach
Rollie Arbolante, Customer Service Team Coach
Gene Boucher, Human Resources Manager
Michael Dunning, Environmental Compliance Team Coach
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

APPROVAL OF THE MINUTES OF THE MEETING OF SEPTEMBER 11, 2017

It was moved by Secretary Fernandez, seconded by Director Toy, to approve the Minutes of the Meeting of September 11, 2017. Motion carried unanimously.

AUGUST 2017 MONTHLY OPERATIONS REPORT

This item was reviewed by the Legal/Community Affairs and Budget & Finance Committees. General Manager Eldredge provided an overview of the August Odor Report. Business Services Coach Brenner stated the Business Services Financial Reports were presented as a desk item that will be added to the Board meeting packet.

WRITTEN COMMUNICATIONS

There were no written communications.

ORAL COMMUNICATIONS

There were no oral communications.

REVIEW AND PROVIDE FEEDBACK ON USD VIDEO AND VIRTUAL PLANT TOUR

This item was reviewed by the Legal/Community Affairs Committee. General Manager Eldredge stated staff previously presented the USD Virtual Plant Tour Video at the Board meeting of August 14, 2017. Per Board direction, staff requested quotes for several edits to the video. Details regarding the four quotes received were included in the Board meeting packet. Staff recommended the Board review the four quotes received for edits to the Virtual Plant Tour video, and provide direction regarding next steps.

General Manager Eldredge, summarizing Board comments, stated the speed of the audio in the video would not be changed, the Board would like to add a FOG (Fats, Oils, and Grease; quote 1) call to action message, staff will obtain a new quote to combine the FOG message and the new animation component of quote 4 showing the stages of treatment throughout the video, staff will request the background music be toned down throughout the video, and the Board does not wish to proceed with quote 2, 3, or the re-recording portion of quote 4.

It was moved by Director Handley, seconded by Secretary Fernandez, to direct staff to proceed with the plan outlined by General Manager Eldredge. Motion carried unanimously.

CONSIDER A RESOLUTION TO QUITCLAIM A PORTION OF ONE EXISTING SANITARY SEWER EASEMENT AT 32111 COURTHOUSE DRIVE, IN THE UNION LANDING SHOPPING CENTER, IN THE CITY OF UNION CITY

This item was reviewed by the Legal/Community Affairs Committee. Customer Service Team Coach Arbolante stated Dyer Triangle, LLC granted a sanitary sewer easement to the District in 1999. The easement extends from Union Landing Boulevard through 32115 Courthouse Drive before terminating at 32111 Courthouse Drive in Union City. Dyer Triangle, LLC requested the District quitclaim the unused portion of the sanitary sewer easement. Staff recommended the Board consider a resolution to quitclaim an unused portion of one existing sanitary sewer easement at 32111 Courthouse Drive, in the Union Landing Shopping Center in the City of Union City.

It was moved by Director Toy, seconded by Vice President Lathi, to Adopt Resolution No. 2818 to Quitclaim a Portion of One Existing Sanitary Sewer Easement at 32111 Courthouse Drive, in the Union Landing Shopping Center, in the City of Union City, California. Motion carried unanimously.

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AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE CHERRY STREET PUMP STATION FUNDING AGREEMENT

This item was reviewed by the Legal/Community Affairs Committee. Customer Service Team Coach Arbolante stated Landsea Holdings Corporation plans to construct 386 single-family dwelling units and a school site for Tract 8270 in Newark. The Cherry Street Pump station, constructed in 1990, is in need of rehabilitation and the development will increase the burden on the pump station. To offset the impacts to the District, Landsea Holdings Corporation has agreed to contribute approximately \$2.06 million towards the future upgrade or replacement of the pump station, estimated at approximately \$5 million. Staff recommended the Board consider authorizing the General Manager to execute the Cherry Street Pump Station Funding Agreement in the form attached with minor revisions as may be approved by the General Manager in consultation with General Counsel.

It was moved by Director Handley, seconded by Vice President Lathi, to Authorize the General Manager to Execute the Cherry Street Pump Station Funding Agreement in the Form Included in the Board Meeting Packet with Minor Revisions as May be Approved by the General Manager in Consultation with General Counsel. Motion carried unanimously.

DESIGNATE AND APPOINT TWO BOARD REPRESENTATIVES TO AD HOC SUBCOMMITTEE ON GENERAL MANAGER CONTRACT NEGOTIATIONS

District Counsel Murphy stated the Employment Agreement between the Union Sanitary District and Paul R. Eldredge to serve as General Manager and District Engineer, dated June 25, 2014, and amended as of September 28, 2015, and November 14, 2016, provides that the Board will review the General Manager's salary annually. Staff recommended the Board designate and appoint two representatives to an ad hoc subcommittee on the General Manager's contract negotiations.

It was moved by Director Toy, seconded by Vice President Lathi, to Appoint President Kite and Secretary Fernandez, and Director Handley as alternate, to serve as the Board Representatives to an Ad Hoc Subcommittee on General Manager Contract Negotiations. Motion carried unanimously.

INFORMATION ITEMS:

Combination Sewer Cleaner Purchase

Collection Services Manager Schofield stated the District is prepared to purchase one Combination Sewer Cleaner (Vactor) for a total equipment cost of \$492,036. Funds for the acquisition of the vehicle were included in the FY 2018 "Vehicle and Equipment Replacement" budget. This Vactor will replace a similar unit purchased in 2006 that is beyond the end of its useful life.

Check Register

All questions were answered to the Board's satisfaction.

COMMITTEE MEETING REPORTS:

The Legal/Community Affairs and Budget & Finance Committees met.

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- The Union City State of the City Luncheon will be held October 24, 2017. Directors were asked to let staff know if they would like to be registered to attend.
- The General Manager attended the Alameda County California Special District Association meeting held at the Livermore Area Recreation and Park District.
- The Board Closed Session scheduled for September 26, 2017, will begin at 6:30 p.m. and the Board Closed Session scheduled for October 2, 2017, will begin at 5:30 p.m.

OTHER BUSINESS

President Kite stated she received an award for her participation in the Newark Days Parade held September 16, 2017.

General Manager Eldredge shared photos and a short video showcasing the recent Valute thickener pilot in the Plant.

ADJOURNMENT:

The meeting was adjourned at 7:58 p.m. to a Special Meeting in the Alvarado Conference Room on Tuesday, September 26, 2017, at 6:30 p.m.

The Board will then adjourn to the next Regular Board Meeting in the Boardroom on Monday, October 9, 2017, at 7:00 p.m.

SUBMITTED:

ATTEST:



REGINA McEVOY
BOARD CLERK



MANNY FERNANDEZ
SECRETARY

APPROVED:



PAT KITE
PRESIDENT

Adopted this 9th day of October 2017