

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
November 24, 2014**

CALL TO ORDER.

Secretary Handley called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE.

ROLL CALL.

PRESENT: Tom Handley, Secretary
Pat Kite, Director
Anjali Lathi, Director

ABSENT: Manny Fernandez, President
Jennifer Toy, Vice President

STAFF: Paul Eldredge, General Manager/District Engineer
Dave O'Hara, District Counsel
Rich Cortés, Business Services Manager
Andy Morrison, Collection Services Manager
Dave Livingston, Treatment & Disposal Services Manager
Sami Ghossain, Technical Services Manager
James Schofield, Collection Services Coach
Armando Lopez, Treatment & Disposal Services Coach
Shawn Nesgis, Maintenance/TV Coach
Todd Jacob, IT Administrator
Maria Scott, Principal Financial Analyst
Michelle Powell, Communications Coordinator
Johnny Powell, Collection Service Worker I
Victor Vasut, Collection Service Worker II
Regina McEvoy, Assistant to the GM/Board Secretary

Guests: Tapal Family
Nesgis Family

APPROVAL OF THE MINUTES OF NOVEMBER 10, 2014.

It was moved by Director Lathi, seconded by Director Kite, to Approve the Minutes of the Board of Director's Meeting held November 10, 2014. Motion carried with the following vote:

Ayes: Handley, Kite, Lathi
Noes: None
Absent: Fernandez, Toy
Abstain: None

Secretary Handley announced the General Manager's report would be considered out of order.

GENERAL MANAGERS REPORT:

Paul Eldredge reported the following:

- The Tapal family were in attendance, and expressed their gratitude toward the District for recovering their priceless family heirloom ring which had been flushed by their son.

Secretary Handley recessed the meeting at 7:03 p.m.

Secretary Handley reconvened the meeting at 7:18 p.m.

- The District received a public records request, submitted by Eric Tsai, for the following: 2013 Actuarial Report for OPEB liabilities; MOU between the District and Classified employees; and the most recent version of the publicly available pay schedule. Mr. Tsai inquired about the availability of the 2014 CAFR, and the status of the District's website redesign project. Mr. Tsai requested the District change the manner in which minutes are available on the current and future website.
- On November 24, 2014, the District received an appeal of the administrative order issued to Safety-Kleen 10 days prior.
- The General Manager introduced James Schofield as the new Collection Services Manager, and Armando Lopez as the new Treatment & Disposal Services Manager.
- District staff met with City of Fremont representatives regarding the proposed Fremont Boulevard widening project.

MONTHLY OPERATIONS REPORT FOR OCTOBER 2014.

The Budget & Finance Committee reviewed this item. Paul Eldredge reported the following:

- There were 10 Odor Complaints received during the month of October. All were investigated, and odor was found in one case due to a small leak from the sewer main into the storm drain. USD crews used three trenchless point repairs in the sewer main to stop the leak and cleaned up the storm drain.
- One minor injury occurred during the month of October. An employee was walking up stairs at the Newark pump station and strained their knee.
- Troy Gaskins began work as a Painter.

Maria Scott reported the following:

- The District received \$306,000 in capacity fees for the four new buildings to be located at the site of the former Chronicle building.
- The District will receive more than \$22 million in sewer service charges in December as the first installment of the fiscal year.
- The District received \$647,000 in State Revolving Fund loan proceeds for the Thickener project.
- Current expenses include: \$1 million for the Upper Hetch Hetchy project; \$500,000 for miscellaneous spot repairs for the Boyce, Cogeneration, and Thickener projects; and all categories of operating expense are under budget.

WRITTEN COMMUNICATIONS.

There were no written communications.

ORAL COMMUNICATIONS.

There were no oral communications.

AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT WITH NICHOLAS J. PEROS, P.E. FOR THE CREATION OF A SCADA MASTER PLAN AND SCADA STANDARDS.

The Budget & Finance Committee reviewed this item. Todd Jacob, IT Administrator, stated the District's SCADA system is a critical system used to monitor and control wastewater collection and treatment processes. Data collected from the SCADA system is used for trends and compliance reports. The IT Master Plan completed in FY 12 defined the need to create a SCADA Master Plan and document SCADA Standards. This is the first SCADA Master Plan and SCADA Standards developed for the District.

It was moved by Director Lathi, seconded by Director Kite, to Authorize the General Manager to Execute an Agreement with Nicholas J. Peros, P.E. for the Creation of a SCADA Master Plan and SCADA Standards. Motion carried with the following vote:

Ayes: Handley, Kite, Lathi
Noes: None
Absent: Fernandez, Toy
Abstain: None

AUTHORIZE THE GENERAL MANAGER TO EXECUTE CHANGE ORDER NO. 57 WITH D.W. NICHOLSON CORPORATION FOR THE COGENERATION PROJECT.

The Construction Committee reviewed this item. Sami Ghossain stated the project consists of the construction of two new 850-kilowatt engine generators housed within a new metal building, a new digester gas conditioning system, and modifications to the existing electrical, digester gas piping, and hot water systems. Change Order No. 57 will deduct \$186,791.00 from the Cogeneration Project by reflecting the deletion of the digester gas conditioning system (DGCS) ten year warranty and maintenance bond. The aforementioned warranty and bond are no longer required as USD staff has been approved by PG&E to "self-perform" the warranty of the DGCS equipment.

It was moved by Director Kite, seconded by Director Lathi, to Authorize the General Manager to Execute Change Order No. 57 with D.W. Nicholson Corporation for the Cogeneration Project. Motion carried with the following vote:

Ayes: Handley, Kite, Lathi
Noes: None
Absent: Fernandez, Toy
Abstain: None

RESOLUTION NO. 2741, ACCEPTING THE CONSTRUCTION OF THE SODIUM HYPOCHLORITE TANK A AND B REPLACEMENT PROJECT FROM ANDERSON PACIFIC ENGINEERING CONSTRUCTION, INC. AND AUTHORIZING THE ATTORNEY FOR THE DISTRICT TO RECORD A NOTICE OF COMPLETION.

The Construction Committee reviewed this item. Sami Ghossain stated the purpose of the Project was to replace two sodium hypochlorite tanks at the Alvarado Wastewater Treatment Plant and the ferrous chloride tank at the Irvington Pump Station. The Project scope included: removal of two 7,700-gallon sodium hypochlorite tanks and construction of two new 8,100-gallon fiberglass reinforced plastic tanks at the Alvarado Wastewater Treatment Plant; and removal of a 12,000-gallon ferrous chloride tank and construction of a new 12,000-gallon fiberglass reinforced plastic tank at the Irvington Pump Station. Anderson Pacific Engineering Construction, Inc. completed construction of the Sodium Hypochlorite Tank A and B Replacement Project.

It was moved by Director Lathi, seconded by Director Kite, to Accept Construction of the Sodium Hypochlorite Tank A and B Replacement Project from Anderson Pacific Engineering Construction, Inc. and Authorizing the Attorney for the District to Record a Notice of Completion. Motion carried with the following vote:

Ayes: Handley, Kite, Lathi
Noes: None
Absent: Fernandez, Toy
Abstain: None

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RESOLUTION NO. 2741

ACCEPTING CONSTRUCTION OF
THE SODIUM HYPOCHLORITE TANK A AND B REPLACEMENT
PROJECT
FROM ANDERSON PACIFIC ENGINEERING CONSTRUCTION, INC.
LOCATED IN FREMONT AND UNION CITY, CALIFORNIA

RESOLVED: That the Board of Directors of the UNION SANITARY DISTRICT hereby accepts the Sodium Hypochlorite Tank A and B Replacement Project from Anderson Pacific Engineering Construction, Inc., effective November 24, 2014; and be it

FURTHER RESOLVED: That the Attorney for the District is authorized to file a "Notice of Completion" for the project.

On motion duly made and seconded, this resolution was adopted by the following vote on November 24, 2014:

AYES: Fernandez, Handley, Kite, Lathi, Toy

NOES: -----

ABSENT: -----

ABSTAIN: -----



MANNY FERNANDEZ
President, Board of Directors
Union Sanitary District

Attest:


TOM HANDLEY
Secretary, Board of Directors
Union Sanitary District

RESOLUTION NO. 2742, ACCEPTING THE CONSTRUCTION OF THE JARVIS AVENUE SANITARY SEWER REPLACEMENT PROJECT FROM D'ARCY & HARTY CONSTRUCTION, INC. AND AUTHORIZING THE ATTORNEY FOR THE DISTRICT TO RECORD A NOTICE OF COMPLETION.

The Construction Committee reviewed this item. Sami Ghossain stated the Jarvis Avenue Sanitary Sewer Replacement Project was necessary due to poor structural condition and extensive defects that required immediate attention. The project replaced 2,456 feet of existing 10-inch diameter gravity sewer along Jarvis Avenue from Lake Boulevard to Newark Boulevard in Newark. The project also included abandonment of 836 feet of existing 10-inch sanitary sewer, removal or abandonment of four existing manholes, construction of seven new manholes, extension of existing sewer laterals to new sewer mains and installation of cleanouts, sewage flow control, and traffic control.

It was moved by Director Kite, seconded by Director Lathi, to Accept the Construction of the Jarvis Avenue Sanitary Sewer Replacement Project from D'Arcy & Harty Construction, Inc. and Authorize the Attorney for the District to Record a Notice of Completion. Motion carried with the following vote:

Ayes: Handley, Kite, Lathi
Noes: None
Absent: Fernandez, Toy
Abstain: None

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RESOLUTION NO. 2742

ACCEPTING CONSTRUCTION OF
JARVIS AVENUE SANITARY SEWER REPLACEMENT PROJECT
FROM D'ARCY & HARTY CONSTRUCTION, INC.
LOCATED IN NEWARK, CALIFORNIA

RESOLVED: That the Board of Directors of the UNION SANITARY DISTRICT hereby accepts the Jarvis Avenue Sanitary Sewer Replacement Project from D'Arcy & Harty Construction, Inc., effective November 24, 2014, and be it

FURTHER RESOLVED: That the Attorney for the District is authorized to file a "Notice of Completion" for the project.

On motion duly made and seconded, this resolution was adopted by the following vote on November 24, 2014:

AYES: Fernandez, Handley, Kite, Lathi, Toy

NOES: ----

ABSENT: ----

ABSTAIN: ----



MANNY FERNANDEZ
President, Board of Directors
Union Sanitary District

Attest:



TOM HANDLEY
Secretary, Board of Directors
Union Sanitary District

INFORMATION ITEMS:

Check Register. All questions were answered to the Board's satisfaction.

REPORT ON THE EBDA COMMISSION MEETING OF NOVEMBER 20, 2014.

Director Handley reported the following:

- The Managers Advisory Committee (MAC) meeting included a discussion regarding potential impacts of the Ebola virus on wastewater industry personnel.
- The Financial Management Committee meeting included a presentation of the FY14 Financial Audit.
- The Regulatory Affairs Committee reviewed the status report (information only, no action required) for the NPDES permit.
- The O&M Committee reviewed several videos of recent manhole rehabilitation work, and a video of the pump being replaced at the Hayward pump station. The meeting also included a discussion regarding minor chlorine spiking at the marina dechlor facility and the need for analysis to identify and correct the issue.
- The Personnel Committee reviewed the employment contract for the General Manager, and the MAC will meet to discuss possible options and succession planning.
- The JPA Ad Hoc Committee reviewed final non-substantive edits to the JPA. The redlined JPA will be sent to member agencies for review and approval, and a workshop will be held in the Spring to discuss substantive changes to the JPA.

COMMITTEE MEETING REPORTS:

The Construction and Budget & Finance Committees met.

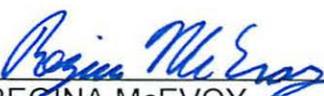
OTHER BUSINESS:

Director Kite stated she attended the Special Districts Association meeting on November 12, 2014.

ADJOURNMENT:

The meeting adjourned at 7:56 p.m. to the next Regular Meeting in the Boardroom on Monday, December 8, 2014 at 7:00 p.m.

SUBMITTED:


 REGINA McEVOY
 SECRETARY TO THE BOARD

ATTEST:


 TOM HANDLEY
 SECRETARY

APPROVED:


 MANNY FERNANDEZ
 PRESIDENT

Adopted this 8th day of December, 2014