**EAST BAY DISCHARGERS AUTHORITY**

**COMMISSION MEETING MINUTES**

**August 20, 2020**

1. **Call to Order**

Chair Walters called the telephonic meeting to order pursuant to the Governor’s Executive Order N-25-20 at 9:32 A.M. on Thursday, August 20, 2020. Dial-in information for the meeting was provided in the agenda for public attendees.

1. **Pledge of Allegiance – Deferred**
2. **Roll Call**

**PRESENT:** Sara Lamnin City of Hayward

Daniel Walters Oro Loma Sanitary District

Ralph Johnson Castro Valley Sanitary District

Pauline Cutter City of San Leandro

Jennifer Toy Union Sanitary District

**ABSENT: None**

**Others**

**Present:** Jacqueline Zipkin East Bay Dischargers Authority

Eric Casher Legal Counsel

Howard Cin East Bay Dischargers Authority

Kalena Yambao East Bay Dischargers Authority

Juanita Villasenor East Bay Dischargers Authority

Jason Warner Oro Loma Sanitary District

Alex Ameri City of Hayward

David Donovan City of Hayward

Justin Jenson City of San Leandro

Paul Eldredge Union Sanitary District

Roland Williams Castro Valley Sanitary District

1. **Public Forum**

No member of the public requested to address the Commission at the meeting.

**C O N S E N T C A L E N D A R**

1. **Commission Meeting Minutes of July 16, 2020**
2. **List of Disbursements for July 2020**
3. **Preliminary Treasurer’s Report for July 2020**

Commissioner Cutter moved to approve the consent calendar. The motion was seconded by Commissioner Toy and carried unanimously 5-0, by roll call vote.

Ayes: Commissioners Cutter, Johnson, Toy, Lamnin, Chair Walters

Noes: None

Absent: None

Abstain: None

**R E G U L A R C A L E N D A R**

1. **General Manager’s Report**

The General Manager (GM) provided an update on the current status of the LAVWMA Agreement negotiations and an update on the Basin Plan Amendment regarding the regulatory requirements for 0.0 chlorine residual. The GM also discusses streamlining the timesheet approval process for board members. The GM proposed timesheets be approvable via email without the need to physically print and return the document. The Commission agreed to this change. The GM then provided an update on PFAS sampling mandates, which EBDA as a member of BACWA, will not be required to participate in. Alternatively, The State Water Board has agreed to BACWA’s recommendation to conduct a regional study for the presence of PFAS in wastewater in and around the Bay Area and at designated wastewater treatment plants. BACWA will consider initiation and funding approval of the first phase of the study at its next board meeting. Finally, the GM gave an update on the Authority’s inquiries into local alternative banking solutions which are ongoing. Staff recommends staying with Wells Fargo while inquiries continue.

**9. Report from the Managers Advisory Committee (MAC)**

The GM reported on the MAC meeting on August 14, 2020, which discussed the LAVWMA negotiation, brine project revenue allocation, emergency response contract procurement, and organics codigestion opportunities. The GM reported that the MAC members also shared information on pandemic operations and staffing.

**10.** **Report from the Financial Management Committee**

The GM reported on the Financial Management Committee, which met on August 18, 2020. The GM discussed current investment strategy, reviewed the Financial Audit schedule and provided an update on the Cargill Mixed Sea Salt Brine Project, outlining the commitments Cargill has made to reimburse EBDA for due diligence costs. The Committee recommends increasing the Authority’s hourly reimbursement rate in the future to address additional overhead costs. The GM then reviewed the Larry Walker and Brown and Caldwell Motions.

**11.** **Motion Authorizing the General Manager to Execute a Contract with Larry Walker Associates for Technical Assistance Related to Acceptance of Cargill Mixed Sea Salt Brine for Discharge at the EBDA Outfall in the Amount of $59,000**

Commissioner Cutter moved to approve the motion authorizing the GM to execute a contract with Larry Walker Associates. The motion was seconded by Commissioner Lamnin and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Cutter, Johnson, Toy, Lamnin, Chair Walters

Noes: None

Absent: None

Abstain: None

**12.** **Motion Authorizing the General Manager to Execute a Contract with Brown and Caldwell for Technical Assistance Related to Acceptance of Cargill Mixed Sea Salt Brine for Discharge at the EBDA Outfall in the Amount of $102,684**

Commissioner Cutter moved to approve the motion authorizing the GM to execute a contract with Brown and Caldwell. The motion was seconded by Commissioner Lamnin and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Cutter, Johnson, Toy, Lamnin, Chair Walters

Noes: None

Absent: None

Abstain: None

**13.** **Resolution Adopting the Authority’s Electronic Signature Policy**

The GM reviewed the Electronic Signature Policy. Commissioner Cutter moved to approve the resolution adopting the Authority’s Electronic Signature Policy. The motion was seconded by Commissioner Toy and carried unanimously, 5-0 by roll call vote.

Ayes: Commissioners Cutter, Johnson, Toy, Lamnin, Chair Walters

Noes: None

Absent: None

Abstain: None

**14. Report from the Operations and Maintenance Committee (O&M)**

The O&M Manager reported on the Operations and Maintenance Committee, which met on August 18, 2020 and discussed the status of EBDA facilities. The O&M Manager reviewed NPDES Compliance data for July and preliminary data for August which inlcuded one high fecal coliform reading in July still within regulatory compliance. The O&M manager reported on training and testing of facility generators being conducted in preparation for potential rolling blackouts.

The O&M manager then gave an overview of current projects. At UEPS, the transformer was delivered for Pump No. 2, and is set for installation next month. For the HEPS MCC Project, the electrical training was completed and the recording is available for use for Hayward staff. At OLEPS, a meeting between Calcon, EBDA and Oro Loma staff was held on July 30th discussing installation and equipment needed for the wet well hypochlorite system. The procurement process continues for the main electrical switchboard upgrade.

At SLEPS, the emergency generator repair is complete. At Skywest, the claim regarding potential reimbursement of costs associated with the recycled water pipeline leak and embankment repair is now post-inspection and recommended for claim approval by CSRMA’s claims examiner. Lastly, the O&M Manager provided an update on the current status of the transport system repair coupling and seals and current EBDA office repairs.

The GM then gave an update on regional efforts related to Wastewater-based Epidemiology. The University of California at Berkeley is still seeking funding to execute inffluent sampling for the SARS-CoV-2 virus. A Working group and Steering Committee are meeting regularly to inform regional efforts and ensure coordination. Lastly, the GM gave an update on the AQPI project; the radar remains set for installation in late September and a subcommittee is working on developing a video presentation for public outreach to seek funding for the project.

**14. Report from the Personnel Committee**

The GM reported that the Regulatory Affairs Committee met on July 15, 2020 and discussed key regulatory developments. The GM reviewed the latest concepts from the Regional Water Board on the third Nutrients Watershed Permit. The GM reported she will meet with representatives from BACWA to develop positions and negotiating strategies for the permit, which is likely to be adopted in 2025 or later.

The GM then reported on her involvement in the BayAdapt process that the Bay Conservation and Development Commission (BCDC) is leading for regional adaptation to sea level rise. Lastly, the GM reported on her participation in a workshop on July 8th by BCDC and the Regional Water Board on shoreline adaptation funding.

**17. Items from Commission and Staff**

The Chair and Commission welcomed back Commissioner Toy and reiterated the importance of staying vigilant during the current pandemic.

**18. Adjournment**

Chair Walters adjourned the meeting at 10:39 A.M.

Jacqueline Zipkin

General Manager