

EAST BAY DISCHARGERS AUTHORITY COMMISSION MEETING MINUTES

February 18, 2021

1. Call to Order

Chair Johnson called the telephonic meeting to order pursuant to the Governor's Executive Order N-25-20 at 9:32 A.M. on Thursday, February 18, 2021. Dial-in information for the meeting was provided in the agenda for public attendees.

2. Pledge of Allegiance – Deferred

3. Roll Call

Present:	Jennifer Toy	Union Sanitary District
	Rita Duncan	Oro Loma Sanitary District
	Pauline Russo Cutter	City of San Leandro
	Sara Lamnin	City of Hayward
	Ralph Johnson	Castro Valley Sanitary District

Absent: None

Attendees:	Jacqueline Zipkin	East Bay Dischargers Authority
	Howard Cin	East Bay Dischargers Authority
	Juanita Villasenor	East Bay Dischargers Authority
	Eric Casher	Legal Counsel East Bay Dischargers Authority
	Anjali Lathi	Union Sanitary District
	Paul Eldredge	Union Sanitary District
	Jason Warner	Oro Loma Sanitary District
	Hayes Morehouse	City of San Leandro
	Alex Ameri	City of Hayward
	David Donovan	City of Hayward
	Roland Williams	Castro Valley Sanitary District

4. Public Forum

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

CONSENT CALENDAR

5. Commission Meeting Minutes of January 21, 2021

6. List of Disbursements for January 2021

7. Treasurer's Report for January 2021

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 Toy, Duncan, Cutter, Lamnin, Chair Johnson
Noes:	None
Absent:	None
Abstain:	None

REGULAR CALENDAR

8. General Manager's Report

The General Manager (GM) advised the Commission of the passing of Mr. Ron Weiser, a former

O&M Manager of EBDA. The GM also advised that EBDA's Cal OES grant application for the OLEPS Generator Replacement project was unsuccessful.

9. Report from the Managers Advisory Committee (MAC)

The GM reported that the MAC began a discussion on developing a Reserve Policy for EBDA.

10. Motion to Approve the EBDA-LAVWMA Amended Master Agreement

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

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

Noes: None

Absent: None

Abstain: None

11. Report from the Financial Management Committee

The GM reported on the Financial Management Committee, which met on February 16, 2021, noting the Committee's review of the State Controller's Financial Transaction Report, January's List of Disbursements, and Treasurer's Report.

12. Resolution Approving Revisions to the Authority's Records Management Policy and Retention Schedule

Commissioner Toy moved to adopt the resolution. The resolution was seconded by Commissioner Duncan and carried unanimously, 5-0 by roll call vote.

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

Noes: None

Absent: None

Abstain: None

13. Motion Authorizing the General Manager to Execute an Agreement with Cargill for CEQA Analysis

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

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

Noes: None

Absent: None

Abstain: None

14. Report from the Operations and Maintenance Committee

The O&M Manager reported on the Operations and Maintenance Committee, which met on February 16, 2021, and discussed the status of EBDA facilities. The O&M Manager reviewed NPDES compliance data and provided an overview of current projects. The O&M Manager reported that the Member Agencies stayed below the JPA maximum flows, and it was necessary to operate one OLEPS diesel pump for approximately 5 hours during the recent wet weather events. The GM provided an update on COVID-19 safety and wastewater-based epidemiology.

The GM provided an update on the Cargill Brine Project due diligence phase. Staff thanked the San Leandro crew for their assistance with the recent shutdown to take core samples from the force main to assess corrosion vulnerability. The GM reported that the agreement with American Tower for lease of the AQPI Project East Bay radar site is still being negotiated and is anticipated to be on the Sonoma County Water Agency calendar in April.

15. Motion Authorizing the General Manager to Execute Amendment to Work Order No. 1, Work Order No. 2, and Work Order No. 3 with Carollo Engineers, Inc. for Engineering Services, for a Total Contract Amount of \$105,626

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

Ayes: Commissioners Toy, Duncan, Cutter, Lamnin, Chair Johnson
Noes: None
Absent: None
Abstain: None

16. Report from the Personnel Committee

The GM reported on the Personnel Committee, which met on February 12, 2021, and discussed the draft Classification Plan, FY 2021/2022 wage and benefit assumptions, and the Commission Chair Rotation Policy. Staff was directed to consider additional benchmarking for salary and title for the proposed Administrative Technician position. A revised Classification Plan will be brought to the Commission in March. The Commission decided to retain the current Commission Chair Rotation Policy as prescribed in the Amended and Restated Joint Powers Agreement.

19. Items from Commission and Staff

The Commission Chair moved to take Item No. 19 out of order. Staff expressed that it is a pleasure to work for the GM. Commissioner Lamnin reported that the Hayward Regional Shoreline Adaptation Master Plan has been approved by the City of Hayward.

17. Closed Session

The Commission entered into closed session at 11:05 a.m. to discuss the General Manager's annual performance evaluation.

18. Reconvene Open Session

The Commission reconvened open session at 11:33 a.m. The Commission Chair reported that the General Manager received an excellent performance review and the Commission approves a salary step increase.

20. Adjournment

Chair Johnson adjourned the meeting at 11:34 A.M.



Jacqueline Zipkin
General Manager