

EAST BAY DISCHARGERS AUTHORITY COMMISSION MEETING MINUTES

April 15, 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, April 15, 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
	Justin Jenson	City of San Leandro
	Angela Andrews	City of Hayward
	Alex Ameri	City of Hayward
	David Donovan	City of Hayward
	Roland Williams	Castro Valley Sanitary District

4. Public Forum

Commissioner Lamnin introduced Councilmember Angela Andrews, who will be appointed to the Commission as the City of Hayward's representative effective July 1, 2021. No members of the public requested to address the Commission at the meeting.

CONSENT CALENDAR

5. Commission Meeting Minutes of March 18, 2021

6. List of Disbursements for March 2021

7. Treasurer's Report for March 2021

Commissioner Cutter moved to approve the consent calendar. 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

REGULAR CALENDAR

8. General Manager's Report

The General Manager (GM) advised that negotiations with LAVWMA are concluding, and staff expects to bring the LAVWMA Master Agreement to the Commission in May for consideration. HASPA is considering expanding their JPA, which is coming up for renewal. Specifically, they are considering adding EBDA, OLSD and Alameda County Flood Control as additional stakeholders. The Hayward Shoreline Master Plan can be found at <https://www.hayward-ca.gov/shoreline-master-plan>.

9. Report from the Managers Advisory Committee (MAC)

The GM reported on a presentation and discussion between the MAC and Carollo Engineers on EBDA's Disinfection Master Plan. Carollo Engineers will consider the EBDA system as a whole to determine the most efficient and effective chlorine dosing required to achieve permit compliance.

10. Report from the Financial Management Committee

The GM reported on the Financial Management Committee, which met on April 13, 2021, noting the Committee's review of the List of Disbursements and Treasurer's Report. The Committee reviewed the status of EBDA's pension fund and recommends applying the FY 2020/2021 CERBT fund disbursement as an additional discretionary payment towards the pension liability. The GM reviewed changes to the draft FY 2021/2022 Budget including the MAC's recommendation to add two Special Studies: 1) Biosolids Collaboration at \$100,000 and 2) Solar Feasibility at \$20,000. The Committee discussed the development of a Reserve Policy for the Authority. The Committee recommended a hybrid funding option to allow flexibility for the member agencies. Staff will provide a table outlining recommended reserves and existing surplus funds, as well as how much each Member Agency would be expected to contribute to bring the reserve level up to the recommendation. The cash flow diagram will be updated to include more detail as to the timing of expenses.

11. Report from the Operations and Maintenance Committee

The O&M Manager reported on the Operations and Maintenance Committee, which met on April 13, 2021, and discussed the status of EBDA facilities. The O&M Manager reviewed NPDES compliance data and provided an overview of current projects. The new OLEPS Wet Well Hypo System automatic programming is operational. A shutdown is scheduled in June for the OLEPS Electrical System upgrade project. The OLEPS bypass system was tested successfully.

The GM provided an update on COVID-19 vaccine status and wastewater-based epidemiology. The Sonoma County Water Agency has calendared the key AQPI agreements for adoption on April 20. Lastly, the GM reported on the Cargill Brine Project and proposed contract amendment for Brown and Caldwell. The GM advised that Item 12 is Amendment No. 3 to the Brown and Caldwell contract, not No. 2 as noted in the agenda.

12. Motion Authorizing the General Manager to Execute Amendment No. 3 to the Contract with Brown and Caldwell for Field Work Related to Acceptance of Cargill Mixed Sea Salt Brine for Discharge at the EBDA Outfall in the Amount of \$123,478 for a Total Not to Exceed Amount of \$249,589

Commissioner Cutter moved the item, noting that it is Amendment No. 3 to the Brown and Caldwell contract. 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

13. Report from the Personnel Committee

The GM reported on the Personnel Committee, which met on April 12, 2021, and discussed the Brown Act, the GM's performance plan, the State Controller's Office (SCO)'s Government Compensation report, and Compensation plans. The Committee recommends approval of the revised FY 2020/2021 Compensation Plan with a 2% decrease to the Administrative Support Specialist salary. The updated FY 2020/2021 and FY 2021/2022 Compensation Plans provided to the Commission on April 12, 2021 as part of the amended agenda included the recommended changes.

14. Resolution to Approve Revisions to the Authority's Fiscal Year 2020/2021 Compensation Plan

Commissioner Lamnin moved to adopt the resolution, with the salary for the Administrative Support Specialist adjusted downward by 2% from the originally distributed version. 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

15. Items from Commission and Staff

The Commission directed staff to research memorial possibilities to honor former Regional Water Quality Control Board Executive Officer Mr. Bruce Wolfe for his service to EBDA and the San Francisco Bay water quality community over the years. Castro Valley Sanitary District is in the process of appointing a board member to the recently vacated seat held by Melody Appleton.

16. Adjournment

Chair Johnson adjourned the meeting at 11:02 A.M.



Jacqueline Zipkin
General Manager