

EAST BAY DISCHARGERS AUTHORITY COMMISSION MEETING MINUTES

December 15, 2022

1. Call to Order

Chair Andrews called the telephonic meeting to order in compliance with AB 361 (2021) at 9:30 A.M. on Thursday, December 15, 2022. Dial-in information for the meeting was provided in the agenda for public attendees.

2. Pledge of Allegiance – Deferred

3. Roll Call

Present:	Pauline Russo Cutter	City of San Leandro
	Anjali Lathi	Union Sanitary District
	Rita Duncan	Oro Loma Sanitary District
	Ralph Johnson	Castro Valley Sanitary District
	Angela Andrews	City of Hayward
Absent:	None	
Attendees:	Jacqueline Zipkin	East Bay Dischargers Authority
	Howard Cin	East Bay Dischargers Authority
	Juanita Villasenor	East Bay Dischargers Authority
	Bert Manzo	East Bay Dischargers Authority
	Eric Casher	Legal Counsel
	Alex Ameri	City of Hayward
	David Donovan	City of Hayward
	Hayes Morehouse	City of San Leandro
	Jimmy Dang	Oro Loma Sanitary District
	Paul Eldredge	Union Sanitary District
	Deborah Quinn	East Bay Dischargers Authority
	John Cropper	Cropper Accountancy Corporation

4. Public Forum

No members of the public requested to address the Commission.

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

5. Commission Meeting Minutes of November 17, 2022

6. List of Disbursements for November 2022

7. Treasurer's Report for November 2022

8. Final Adjusted Treasurer's Reports for June, July, August, September, and October 2022

9. Resolution Authorizing Remote Teleconference Meetings Pursuant to AB 361

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

Ayes: Commissioners Cutter, Lathi, Duncan, Johnson, Chair Andrews
Noes: None
Absent: None
Abstain: None

REGULAR CALENDAR

10. Motion to Accept the Audited Basic Financial Statements for Fiscal Year Ending June 30, 2022

John Cropper of Cropper Accountancy provided the Commission with an overview of the Authority's Basic Financial Statements and their audit findings. Commissioner Cutter moved to approve the item. The motion was seconded by Commissioner Johnson and carried unanimously 5-0, by roll call vote.

Ayes: Commissioners Cutter, Lathi, Duncan, Johnson, Chair Andrews
Noes: None
Absent: None
Abstain: None

11. General Manager's Report

The General Manager (GM) discussed working with Bay Area wastewater agencies and Bay Area Air Quality Management District staff to ensure a reduction in air permit wait times for critical wastewater infrastructure. The GM provided an update on the Basin Plan Amendment for chlorine residual which, when approved, will significantly reduce EBDA's sodium bisulfite usage. The rule change is still awaiting EPA approval as they conduct required consultation with U.S. Fish and Wildlife Service. The GM announced the Strategic Planning Workshop to be held in person December 16, 2022 at Oro Loma Sanitary District's Board Room.

12. Report from the Manager's Advisory Committee (MAC)

The GM reported that the MAC discussed Strategic Planning and Member Agency re-branding efforts.

13. Report from the Regulatory Affairs Committee

The GM reported on the December 14 meeting of the Regulatory Affairs Committee. The Committee discussed the implementation of the Laboratory Information Management System (LIMS) and recommended approval of the Caltest Analytical Contract.

14. Motion Authorizing the General Manager to Execute an Agreement with Caltest Analytical Laboratory in the Amount of \$500,000

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

Ayes: Commissioners Cutter, Lathi, Duncan, Johnson, Chair Andrews
Noes: None
Absent: None
Abstain: None

15. Report from the Financial Management Committee

The GM reported on the December 12 meeting of the Financial Management Committee. The Committee reviewed the List of Disbursements, Final Adjusted Treasurer's Report for June, July, August, September, and October and recommended approval. Lastly, the Committee reviewed and recommended proposed revisions to the Budget Policy.

16. Resolution Approving Revisions to the Authority's Budget Policy

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

Ayes: Commissioners Cutter, Lathi, Duncan, Johnson, Chair Andrews
Noes: None
Absent: None
Abstain: None

17. Report from the Operations and Maintenance Committee

The Operations and Maintenance (O&M) Manager and GM reported on the December 12 meeting of the Operations and Maintenance Committee. The O&M Manager updated the Commission on the HEPS Pump Replacement Project and the bidding process. The O&M manager updated the Commission on Member Agency's successful response to recent wet weather. The GM provided an update on the Cargill project and the AQPI Project.

18. Resolution of Appreciation for Pauline Russo Cutter

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

Ayes: Commissioners Cutter, Lathi, Duncan, Johnson, Chair Andrews
Noes: None
Absent: None
Abstain: None

19. Items from Commission and Staff

Chair Andrews announced a holiday toy drive taking place at City of Hayward Plaza on Sunday, December 18 from 2:00 – 4:00 pm.

20. Adjournment

Chair Andrews adjourned the meeting at 10:28 a.m.



Jacqueline Zipkin
General Manager