

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT
February 11, 2019**

CALL TO ORDER

President Lathi called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Anjali Lathi, President
Manny Fernandez, Vice President
Jennifer Toy, Secretary
Tom Handley, Director
Pat Kite, Director

STAFF: Paul Eldredge, General Manager/District Engineer
Karen Murphy, District Counsel
Armando Lopez, Treatment and Disposal Services Manager
Sami Ghossain, Technical Services Manager
Robert Simonich, Fabrication, Maintenance, and Construction Manager
James Schofield, Collection Services Manager
Gene Boucher, Human Resources Manager
Laurie Brenner, Business Services Coach
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

VISITORS: Alice Johnson, League of Women Voters
Roelle Balan, Tri-City Voice Newspaper
Dave Moutray, Crux Jinx Productions

APPROVE MINUTES OF THE REGULAR MEETING OF JANUARY 28, 2019

It was moved by Director Kite, seconded by Secretary Toy, to Approve the Minutes of the Regular Meeting of January 28, 2019. Motion carried unanimously.

WRITTEN COMMUNICATIONS

There were no written communications.

ORAL COMMUNICATIONS

There were no oral communications.

SECOND WATERSHED PERMIT UPDATE

General Manager Eldredge provided a PowerPoint presentation regarding the status of the District's Second Watershed Permit.

CONSIDER A MOTION TO CANCEL THE MAY 27, 2019, BOARD OF DIRECTORS MEETING

Executive Assistant to the General Manager/Board Clerk McEvoy stated the May 27, 2019, Board of Directors meeting will fall on Memorial Day when District offices will be closed. Staff recommended the Board cancel the May 27, 2019, Board of Directors meeting and consider scheduling a special Board meeting for May 28, 2019, or June 3, 2019.

It was moved by Secretary Toy, seconded by Director Handley, to Cancel the May 27, 2019, Board Meeting and Schedule a Special Meeting for Monday, June 3, 2019. Motion carried unanimously.

REVIEW AND CONSIDER APPROVAL OF PROPOSED REVISIONS TO POLICY 3060, COMMUNICATION BY MEMBERS OF THE BOARD OF DIRECTORS

This item was reviewed by the Legal/Community Affairs Committee. General Manager Eldredge stated staff reviewed the Policy and suggested minor typographical edits. Staff recommended the Board review and consider approval of proposed revisions to Policy No. 3060, Communication by Members of the Board of Directors.

It was moved by Director Handley, seconded by Vice President Fernandez, to Approve Policy 3060, Communication by Members of the Board of Directors. Motion carried unanimously.

RECEIVE UPDATE ON PRIVATE LATERAL OUTREACH VIDEO AND PROVIDE DIRECTION

This item was reviewed by the Legal/Community Affairs Committee. Collection Services Manager Schofield stated the Board had previously indicated interest in development of an educational outreach video to explain homeowner responsibility, provide information about what to do to prevent lateral stoppages, and recommend actions homeowners should take in the event of a stoppage. Staff have worked with Crux Jinx Productions to develop a private lateral outreach story board, which was included in the Board meeting packet. Staff requested the Board provide direction regarding the Private Lateral Outreach Video.

The Board requested the finished video be added to the District website to serve as a resource to answer commonly asked questions regarding private laterals.

The Board directed staff to continue working with Crux Jinx Productions to complete the private lateral outreach video.

PROVIDE DIRECTION ON BOARD COMPENSATION SURVEY

General Manger Eldredge presented the list of agencies and criteria included in the April 2018 Survey of District Board Members Compensation and Benefits.

The Board directed staff to use the same agencies and criteria for the 2019 Survey of District Board Members Compensation and Benefits.

INFORMATION ITEMS:

Report on the East Bay Dischargers Authority (EBDA) Meeting of January 17, 2019

Director Handley provided an overview of the January 17 EBDA meeting minutes included in the Board meeting packet.

Check Register

There were no questions regarding the Check Register.

COMMITTEE MEETING REPORTS:

The Legal/Community Affairs Committee met.

GENERAL MANAGER'S REPORT:

General Manager Eldredge reported the following:

- The East Bay Dischargers Authority (EBDA) Workshop will be held in San Leandro on February 14, 2019.
- The District's EBDA Ad Hoc will meet February 12, 2019.
- The Fremont State of the City Luncheon will be held March 22, 2019, and the Newark State of the City Luncheon will be held April 25, 2019. General Manager Eldredge requested the Board notify staff if they wish to be registered to attend.
- District offices will be closed in observance of the President's Day Holiday on Monday, February 18, 2019.
- Staff recently attended the National Association of Clean Water Agencies (NACWA) conference to accept an award for the Union Sanitary District's Leadership School Program.

OTHER BUSINESS:

There was no other business

ADJOURNMENT:

The meeting was adjourned at 7:47 p.m. to the next Regular Meeting in the Boardroom on Monday, February 25, 2019, at 7:00 p.m.

SUBMITTED:


REGINA McEVOY
BOARD CLERK

ATTEST:


JENNIFER TOY
SECRETARY

APPROVED:


ANJALI LATHI
PRESIDENT

Adopted this 25th day of February 2019