

**MINUTES OF THE MEETING OF THE
BOARD OF DIRECTORS OF
UNION SANITARY DISTRICT/UNION SANITARY DISTRICT FINANCING
AUTHORITY
October 11, 2021**

This meeting was held pursuant to Government Code Section 54953 (as amended by AB 361), which authorizes teleconferenced meetings under the Brown Act during a proclaimed state of emergency. The Governor of California proclaimed a State of Emergency related to COVID-19 on March 4, 2020. Consistent with Government Code Section 54953, this meeting was not physically open to the public and all Board Members teleconferenced into the meeting. To maximize public safety while still maintaining transparency and public access, members of the public were able to observe the Board Meeting and provide public comment by sending comments to the Board Clerk.

CALL TO ORDER

President Kite called the meeting to order at 4:00 p.m.

SALUTE TO THE FLAG

ROLL CALL

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

STAFF: Paul Eldredge, General Manager/District Engineer
Karen Murphy, District Counsel
Mark Carlson, Business Services Manager/CFO
Sami Ghossain, Technical Services Manager
Armando Lopez, Treatment and Disposal Services Manager
Jose Rodrigues, Collection Services Manager
Robert Simonich, Fabrication, Maintenance, and Construction Manager
Ric Pipkin, Enhanced Treatment and Site Upgrade Program Manager
Marcus Lee, Treatment and Disposal Services Coach
May Bautista, Administrative Specialist
Regina McEvoy, Executive Assistant to the General Manager/Board Clerk

**APPROVE MINUTES OF THE UNION SANITARY DISTRICT BOARD MEETING OF
SEPTEMBER 27, 2021**

It was moved by Secretary Fernandez, seconded by Director Handley, to Approve the Minutes of the Board Meeting of September 27, 2021. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Lathi, Toy
NOES: None
ABSTAIN: None
ABSENT: None

WRITTEN COMMUNICATIONS

There were no written communications.

PUBLIC COMMENT

There was no public comment.

AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT AND TASK ORDER NO. 1 WITH HAZEN AND SAWYER FOR THE THERMAL DRYER FEASIBILITY STUDY

This item was reviewed by the Engineering and Information Technology Committee. Technical Services Manager Ghossain stated the purpose of Task Order No. 1 is to authorize Hazen and Sawyer (Hazen) to conduct a study of the District's current infrastructure and determine the feasibility of adding a new thermal dryer process to the biosolids treatment process at the Alvarado Wastewater Treatment Plant (WWTP). The study will review dryers that will take the District's existing "Class B" biosolids composed of approximately 24% solids and generate "Class A" biosolids which could be up to 90% solids. The scope of services and fee were summarized in the Board meeting packet. Staff anticipates Hazen will complete the Study by Summer 2022. Staff recommended the Board authorize the General Manager to execute an agreement and Task Order No. 1 with Hazen and Sawyer in the amount of \$127,570 for the Thermal Dryer Feasibility Study.

It was moved by Director Handley, seconded by Director Toy, to Authorize the General Manager to Execute an Agreement and Task Order No. 1 with Hazen and Sawyer in the Amount of \$127,570 for the Thermal Dryer Feasibility Study. Motion carried with the following vote:

AYES: Fernandez, Handley, Kite, Lathi, Toy
NOES: None
ABSTAIN: None
ABSENT: None

REVIEW PFM ASSET MANAGEMENT LLC PERFORMANCE AND PROVIDE DIRECTION REGARDING APPROVAL OF CONTINUATION OF SERVICES WITH PORTFOLIO EXPANSION

This item was reviewed by the Budget & Finance Committee. Business Services Manager Carlson stated PFM Asset Management has managed a portion of the District's assets since March 2019. The District also utilizes the Local Agency Investment Pool (LAIF) and the California Asset Management Program (CAMP) accounts to manage other assets; current performance prompted staff to evaluate the assets to see if they could be better serviced were they to be managed by PFM. Staff requested the Board provide direction regarding PFM Asset Management and the District's CAMP and LAIF accounts.

Vice President Lathi stated the Budget & Finance Committee recommended the Board direct staff to expand the District's portfolio with PFM Asset Management.

The Board directed staff to expand the District's portfolio with PFM Asset Management.

RECEIVE PRESENTATION OF CALPERS ACTUARIAL VALUATION AS OF JUNE 30, 2020, WITH PROJECTED FUTURE CONTRIBUTIONS AND PROVIDE DIRECTION ON TIMING OF FUTURE REPORTS

This item was reviewed by the Budget & Finance Committee. Business Services Manager Carlson stated the District annually receives a pension valuation from the California Public Employees' Retirement System (CalPERS) regarding the status of its pension plan. Staff requested the Board provide direction regarding the timing of future CalPERS reports.

Vice President Lathi inquired about the District's pension funded percentage as compared to other agencies. Business Services Manager/CFO Carlson stated staff would research and provide an update to the Board.

The Board directed staff to present future CalPERS Actuarial Updates during the month of April to coincide with the CalPERS GASB 68 valuation report and the District's annual budget process.

INFORMATION ITEMS:

Computer and Student Loan Annual Update

This item was reviewed by the Budget & Finance Committee. Business Services Manager Carlson stated there were 23 outstanding loans, totaling \$29,430, for the District's Computer Purchase Loan Program. Eleven new loans were granted, and nine loans were paid off the past year. The District's Student Loan Program had not been used to date.

COVID-19 Update

General Manager Eldredge provided an update regarding COVID-19 impacts on District operations and coordination efforts.

Check Register

Staff responded to Boardmember questions regarding the check register.

COMMITTEE MEETING REPORTS:

The Budget & Finance and Engineering and Information Technology Committees met.

GENERAL MANAGER'S REPORT:

- District staff recently launched a pipe cleaning device, aka a "pig", into the transport system for cleaning purposes which is typical operating procedure. Thus far, the "pig" has not made its way through the transport system and options are being carried out to locate the cleaning device. Updates will be provided as more information becomes available.
- General Manager Eldredge wished Collection Services Manager Schofield a happy retirement.

- General Manager Eldredge welcomed Collection Services Manager Rodrigues to the District's Executive Team.

OTHER BUSINESS:

There was no other business.

ADJOURNMENT:

The meeting was adjourned at 4:30 p.m. to the next Regular Board Meeting to be held virtually on Monday, October 25, 2021, at 4:00 p.m.

SUBMITTED:

DocuSigned by:

Pat Kite

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REGINA McEVOY
BOARD CLERK

ATTEST:

DocuSigned by:

Manny Fernandez

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MANNY FERNANDEZ
SECRETARY

APPROVED:

DocuSigned by:

Regina McEvoy

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PAT KITE
PRESIDENT

Adopted this 25th day of October 2021

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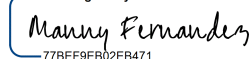
Signer Events

Manny Fernandez

mfernandez@unionsanitary.ca.gov

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Pat Kite

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Regina McEvoy

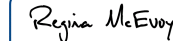
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Assistant to GM

Union Sanitary District

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