

**Minutes of the Regular Board of Directors Meeting
JANUARY 15, 2020**

The meeting was called to order by Chair Wright on Wednesday, January 15, 2020 at 4:44 p.m. in the Board Room, located at 2500 Pittsburg-Antioch Highway, Antioch. Present were Chair Sean Wright, and Directors Juan Banales and Federal Glover. Also present were Mary Ann Mason, District Counsel; Vince De Lange, General Manager; Cecelia Nichols-Fritzler, Office Manager/Secretary to the Board; Carol Margetich, Business Services Director; Dean Eckerson, Resource Recovery Services Director; Brian Thomas, Engineering Services Director/District Engineer; Joaquin Gonzalez, Operations Manager; Darrell Cain, Laboratory Manager; Jayne Strommer, Government Affairs Manager; Amanda Roa, Environmental Programs Manager/P&T Bargaining Unit Representative; Thanh Vo, Senior Engineer; Steve Rodriguez, Operations Supervisor; Matt Gotshall, Computer Analyst/P&T Bargaining Unit Representative; Jose Martinez, Wastewater Treatment Plant Operator III; Chris Phillips, Senior Operator; and Mishell Bacher, Administrative Assistant II.

PUBLIC COMMENTS

None

BOARD REORGANIZATION

Approve Reorganization of the Board for 2020, Appoint Board Committee Members, Alternates, and Representatives

Mr. De Lange outlined the recommended traditional rotation of the Board positions, committee members, and representatives for 2020, proposed to take effect on February 1, 2020. Director Glover moved approval, seconded by Director Banales, and by unanimous voice vote (Ayes: *Banales, Glover, and Wright*; Noes: *None*, Absent: *None*), the Board approved reorganization of the Board and appointment of committee members, alternates, and representatives for 2020.

RECOGNITION

Recognize and Congratulate Jose Martinez on his Promotion to Wastewater Treatment Plant Operator III

Mr. Gonzalez highlighted Mr. Martinez's recent promotion to Wastewater Treatment Plant Operator III. During the competitive recruitment process, Mr. Martinez demonstrated the technical aptitude and strong leadership skills that are essential to this position. Mr. Gonzalez noted that these qualities, along with his excellent work ethic and attention to detail, will be a great asset to the District in this position, which is entrusted with handling day-to-day operational activities.

Director Wright congratulated Mr. Martinez on his promotion and commended the District for promoting an internal staff member. Mr. Martinez thanked the Board and his co-workers for their support.

CONSENT CALENDAR

Director Glover moved approval, seconded by Director Banales and by unanimous voice vote (Ayes: *Banales, Glover, and Wright*; Noes: *None*; Absent: *None*) the following consent items

were approved according to staff recommendations: Approve Minutes of Regular Board of Directors Meeting, December 11, 2019; Receive District Monthly Check Register, November 2019; Acting in the Capacity as Lead Agency of the Western Recycled Water Coalition, Authorize General Manager to Execute Amendment No. 5 to Consulting Services Contract in the Amount of \$90,000, Key Advocates, Inc., 2020 Legislative Advocacy Services, Western Recycled Water Coalition, Project No. 90024; Approve Side Letter Agreement to Memorandum of Understanding With the Operations & Maintenance Bargaining Unit; and Adopt Resolution Approving Salary Schedules Incorporating New Classification for Maintenance Planner/Scheduler; Approve, and Authorize the General Manager, or His Designee, to Implement a Process for Preparing and Approving Capital Improvement Programs, Beginning with the Fiscal Year 2020/2021 to Fiscal Year 2024/2025 Capital Improvement Program; Authorize General Manager to Execute Three-Year Consulting Services Contract with Caltest Analytical Laboratory from January 15, 2020 through December 31, 2022 in an Amount Not to Exceed \$65,000 per Year for a Total Amount of \$195,000, Laboratory Services; Authorize General Manager to Execute Amendment No. 4 to Consulting Services Contract in the Amount of \$116,165, Lee & Ro, Inc., Engineering Services, Treatment Plant Electrical Switchgear Replacement, Project No. 17120; Authorize General Manager to Transfer \$225,000 from Pump Station Facilities Repair, Project No. 80008 to Primary Clarifier Area Improvements, Project No. 17140 in the Wastewater Capital Asset Replacement Fund.

DELIBERATION ITEMS

Adopt Resolution Declaring that Public Interest and Necessity Demand Immediate Expenditure of Public Money to Safeguard Life, Health, and Property Without Submitting the Expenditure to Bid; Authorize General Manager to Establish a New Fiscal Year 2019/2020 Project in the Wastewater Capital Asset Replacement Fund and a Budget Transfer to the Project from the Wastewater Capital Asset Replacement Fund Project, Pump Station Facilities Repair, Project No. 80008 in the Amount of \$1,000,000; Authorize General Manager to Negotiate and Execute Materials Procurement, Construction, and Other Related Services Contracts in a Total Combined Amount Not to Exceed \$350,000; and Take Related Actions Under the California Environmental Quality Act, Antioch Pump Station and Conveyance System Improvements Project, District Tracking No. 90085

Mr. Thomas provided a status update on the Antioch Force Main 102 (AFM) rupture and repair efforts in support of creating a project to implement a long-term solution to restoring operational reliability. In the weeks following the December 3, 2019 rupture, staff developed a plan to repair the failed section of AFM 102 on an expedited basis; investigated the cause of the failure at the failure point; and conducted limited closed-circuit television inspections along limited sections at other potentially vulnerable locations. It was determined that removal and replacement of 60 linear feet with new corrosion-resistant pipe material was the best solution to quickly restore operability at the failure point. Emergency repairs were made to AFM 102 to mitigate immediate risks and to protect life, health, and property. A preliminary root cause investigation has been completed. Mr. Thomas noted that multiple failures in recent years and pipe material and configuration issues at the Antioch Pump Station has driven the need for a new capital project to restore the long-term reliability of this asset. He emphasized that staff would work to initiate these efforts immediately to allow planning for condition assessment and other potential repair activities this summer.

Director Wright thanked Mr. Thomas for the presentation and inquired regarding the pipe diameter. Mr. Thomas stated the thickness of the pipe is 3/16-inch. Director Glover moved approval, seconded by Director Banales and by unanimous voice vote (*Ayes: Banales, Glover, and Wright; Noes: None; Absent: None*) the following items were approved according to staff recommendations:

1. Adopt a resolution declaring that public interest and necessity demand immediate expenditure of public money to repair the unanticipated structural failure of AFM 102 to safeguard life, health, and property, without submitting the expenditure to bid, in accordance with Public Contract Code Section 20783;
2. Authorize the General Manager to establish a new Fiscal Year 2019/2020 (FY19/20) project within the Wastewater Capital Asset Replacement Fund entitled Antioch Pump Station and Conveyance System Improvements Project and transfer budget from the Wastewater Capital Asset Replacement Fund project, Pump Station Facilities Repair, Project No. 80008 in the amount of \$1,000,000, for a total project budget of \$1,000,000;
3. Authorize the General Manager to negotiate and execute Materials Procurement, Construction, and other related Services Contracts in a total combined amount not to exceed \$350,000, as are required to complete the emergency repair of AFM 102;
4. Determine that the emergency repair of AFM 102 is exempt from environmental review under the California Environmental Quality Act (CEQA), pursuant to Section 15302 (Replacement or Reconstruction) of the CEQA Guidelines, and direct the General Manager, or his designee, to file a CEQA Notice of Exemption (NOE) with the County Clerk-Recorder.

PRESENTATIONS AND REPORTS

Receive Report on Capital Improvement Program (CIP) and Status of Construction Projects

Mr. Vo provided an overview of the five-year CIP and the District's focus on addressing aging infrastructure, meeting future regulatory requirements, expanding recycled water services, and improving energy management. Mr. Vo highlighted key CIP construction projects in the wastewater conveyance and treatment system, and Recycled Water Facility. He compared budgeted to actual expenditures for FY18/19 and FY19/20 (year to date) and highlighted some of the major drivers for lower than expected capital spending. Mr. Vo reviewed strategic initiatives associated with capital project delivery that will help drive organizational improvement. Mr. Vo reviewed the next steps and associated schedule in developing the upcoming 5-year CIP.

Chair Wright thanked Mr. Vo for the presentation and commented that he appreciates the staff focus on infrastructure, because it was a key focus area for the Board when Mr. De Lange was hired. Directors Banales and Glover thanked Mr. Vo for the update. The Board received and filed the report.

MANAGER'S COMMENTS

As a follow to Mr. Vo's presentation, Mr. De Lange noted the benefit of having several large capital projects versus many smaller capital projects from a project delivery efficiency standpoint, but also noted the significant impact this can have on actual capital expenditures if there are delays in these larger projects. In addition, Mr. De Lange noted he will be attending the California Association of Sanitation Agencies (CASA) conference next week and will be leading

a "Wastewater 101" roundtable discussion geared toward educating new Board members across the state.

DIRECTORS' COMMENTS

Director Wright stated this is his last meeting serving as the Board Chair and commented that it has been a pleasure and honor to serve the District and he is looking forward to continuing to serve on the Board.

CORRESPONDENCE

Receive Monthly Lobbyist Report dated December 2019, Key Advocates, Inc., Western Recycled Water Coalition, Project No. 90024

The Board received and filed the report.

CLOSED SESSION

None.

ADJOURNMENT

Chair Wright adjourned the meeting at 5:20 pm. The next regular Board meeting will be February 12, 2020 at 4:30 p.m.



Sean K. Wright
Board Secretary

(Recording Secretary:
Cecelia Nichols-Fritzler)