

LEUCADIA WASTEWATER DISTRICT
Minutes of a Regular Board Meeting
December 9, 2009

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, December 9, 2009 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

President Kulchin called the meeting to order at 5:00 p.m.

2. Roll Call

DIRECTORS PRESENT: Kulchin, Juliussen, Hanson, Sullivan, and Omsted
DIRECTORS ABSENT: None.
OTHERS PRESENT: General Manager Paul Bushee, District Counsel Wayne Brechtel, Administrative Services Manager Chuck LeMay, Field Services Manager Leo Schempp, Project Manager Robin Morishita, Executive Assistant Trisha Hill, Field Services Supervisor Jeff Stecker, Utility Worker Ian Riffel, Richard Duffey with Brownell and Duffey, Steve Deering with Dudek

3. Pledge of Allegiance

4. Approval of Agenda

Upon a motion duly made by Director Sullivan, seconded by Vice President Juliussen, and carried, the Board of Directors approved the agenda.

5. Public Comment

There was no public comment.

6. Presentations and Awards

A. Achievement of an Individual Award.

GM Bushee stated that Ian Riffel recently received his B.S. Degree in Business Public Administration.

President Kulchin provided background information about Ian and congratulated him for his efforts.

B. Achievement of an Organizational Objective.

GM Bushee stated that the District recently received the CSRMA Dividend from the workers compensation insurance program. The District's Incentive Program authorizes a 50% cost sharing of the funds. The award per employee is \$121.80.

7. Consent Calendar

- A. Minutes for the following meetings:
November 5, 2009 Special Board Meeting

November 9, 2009 Regular Board Meeting
November 30, 2009 Engineering Committee Meeting
December 1, 2009 Community Affairs Committee Meeting

- B. Demands for October/November 2009
Payroll Checks Numbered 14573 – 14621; General Checking – Checks numbered 38613 – 38752
- C. Operations Report. (A copy was included in the original December 9, 2009 Agenda)
- D. Finance Report. (A copy was included in the original December 9, 2009 Agenda)

Upon a motion duly made by Director Hanson, seconded by Director Sullivan, and carried, the Board of Directors approved the consent calendar.

8. Encina Wastewater Authority (EWA) Reports

- A. Encina Wastewater Authority Report – November 18, 2009 Board meeting.

Director Sullivan reported on EWA's November 18, 2009 Board meeting.

9. Committee Reports

- A. Engineering Committee (EC) meeting was held on November 30, 2009.

Vice President Juliussen reported that the EC reviewed Task Order No. 9 to the Engineering Design Services Agreement with IEC for the Preliminary Design Report for the Batiqitos Pump Station Rehabilitation Project. The item will be reviewed by the Board later in tonight's meeting.

He also reported that FSM Schempp provided a verbal report on the shifting of the southeastern corner of the Chemical Feed Building. The District's Engineer was reviewing options to resolve the issue.

In addition, PM Morishita provided a status report of the Site Improvement Project.

- B. Community Affairs Committee (CAC) meeting was held on November 3, 2009.

Director Sullivan reported that the CAC reviewed three teacher grant applications. This item will be reviewed later in the agenda.

Director Sullivan also reported that the CAC reviewed and discussed the revised Meeting Room Use Policy. This item will be reviewed later in the agenda.

10. Old Business

None.

11. New Business

- A. Award three \$1,000 Teacher Grants.

EA Hill stated that the Community Affairs Committee met on December 1, 2009 with

staff and reviewed three teacher grant applications. EA Hill also provided brief information about the teacher's projects.

Following discussion and upon a motion duly made by Vice President Juliussen, seconded by Director Omsted, and carried, the Board of Directors awarded a \$1,000 Teacher Grant to each of the following teachers: 1) Mr. Thomas L. Baugh of Olivenhain Pioneer Elementary School; 2) Ms. June Honsberger of La Costa Canyon High School; 3) Mrs. Susan Moise & Mrs. Mary Clark of La Costa Meadows Elementary School.

B. Board of Directors Election of Officers.

GM Bushee stated that at the beginning of each year the Board of Directors elects a new President and Vice President authorized by Resolution 2118. GM Bushee also informed the Board that historically these positions follow a rotation order.

Director Hanson motioned to nominate Vice President Juliussen for President, seconded by Director Sullivan, and carried, the Board of Directors unanimously elected Vice President Juliussen as President.

Director Sullivan motioned to nominate Director Omsted for Vice President, seconded by Director Hanson, and carried, the Board of Directors unanimously elected Director Omsted as Vice President.

C. Approve the revised LWD Meeting Room Use Policy.

ASM LeMay presented the subject recommendation stating that the CAC reviewed the revised Meeting Room Use Policy on November 1, 2009. The Board initially adopted the meeting room use policy during September 2009; however, at the November meeting, the Board requested that the policy be placed on the agenda for further discussion.

ASM LeMay also noted that the Board requested additional information relating to insurance rates and personnel costs associated with night meetings. ASM LeMay provided the results of these inquiries.

Vice President Juliussen suggested that only organizations and/or agencies that are located within the District's boundary be allowed to use LWD facilities.

Director Hanson asked about overtime costs for night meetings. ASM LeMay reported the costs associated with the night meetings.

Director Omsted stated that the Batiquitos Lagoon Foundation had a meeting at the District last week and he believed it was a very positive experience. Director Omsted stated that having the rooms available for other agency's to use provides public relations by informing other organizations about the District.

Following discussion and upon a motion duly made by Director Omsted, seconded by Director Hanson, and carried, the Board of Directors approved the revised Meeting

Room Use Policy.

- D. Authorize the General Manager to execute Task Order No. 9 to the Engineering Design Services Agreement with Infrastructure Engineering Corporation (IEC) for the Preliminary Design Report (PDR) for the Batiquitos Pump Station Rehabilitation Project in an amount not to exceed \$49,206.

PM Morishita presented the subject recommendation stating that the Engineering Committee reviewed this item at its November 30, 2009 meeting.

PM Morishita stated that IEC evaluated the District infrastructure as follow up work to the Asset Management Master Plan. PM Morishita provided a brief overview of IEC's evaluation and list of priority issues at the Batiquitos Pump Station (BPS). PM Morishita also stated that IEC recommends a PDR be developed to further identify and refine the necessary improvements to BPS.

Following discussion and upon a motion duly made by Vice President Juliussen, seconded by Director Hanson, and carried, the Board of Directors authorized the General Manager to execute Task Order No. 9 to the Engineering Design Services Agreement with IEC for the PDR for the Batiquitos Pump Station Rehabilitation Project in an amount not to exceed \$49,206.

12. Information Items

- A. The Coast News Article – "Wastewater District opens new offices".
- B. Director Omsted completed the CSDA Governance Courses.

Director Omsted stated he attended his last CSDA Governance Course. Director Omsted provided a brief report about the seminar.

13. Directors' Meetings

None.

14. Comments, Questions or Requests by Directors

Director Sullivan and Director Hanson wished everyone happy holidays.

President Kulchin thanked the Board for their support during his term as the LWD Board President.

Vice President Juliussen also asked the Board members to let him know if they would like any changes to the committee assignments for next calendar year.

15. General Manager's Report

The following items were reported:

- The District had a small 800 gallon spill last Thursday on Piraeus Street, between La Costa and Leucadia Street. The cause of the spill was roots, but staff is looking into other possible issues with the sewer line, such as; cracks in the pipe.


- The District received four proposals for the Groundwater Study. The team that is currently reviewing the proposals is Steve Deering, Mike Metts, Robin Morishita and GM Bushee. He noted the study may take approximately four months.
- GM Bushee attended the CSRMA Executive Board meeting yesterday and was informed that the District will receive two awards at the upcoming CASA Conference in January. One is the CSRMA Loss Control Program of the Year Award and the other award is the Safety Superstar for not having any workers compensation claims for last year.
- KATZ posted the Board of Directors Open House speeches on YouTube, if anyone is interested in viewing the speeches staff can present them after the meeting.

16. General Counsel's Report

None.

17. Adjournment

President Kulchin adjourned the meeting at 5:35 p.m.



Allan Juliussen, President



Paul J. Bushee
Secretary/General Manager
(SEAL)