

LEUCADIA WASTEWATER DISTRICT

Minutes of a Regular Board Meeting

February 9, 2011

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, February 9, 2011 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Omsted, Hanson, Sullivan, Juliussen, and Kulchin

DIRECTORS ABSENT:

OTHERS PRESENT:

General Manager Paul Bushee, District Counsel Wayne Brechtel, Administrative Services Manager Chuck LeMay, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, Field Services Supervisor Marvin Gonzalez, Field Services Technician I Ian Riffel, District Engineer Steve Deering, CPA Richard Duffey, and Rob Weber with IEC.

3. Pledge of Allegiance**4. Approval of Agenda**

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

5. Public Comment

None.

6. Presentations and Awards**A. Achievement of Individual Awards.**

President Omsted introduced FST I Ian Riffel. He provided background information about Ian and stated that Ian recently received his Grade T2 Water Treatment Operator certification from the State of CA. He presented Ian with a \$500 award for receiving his Grade T2 Water Treatment certificate.

B. CWEA San Diego section awarded FST I Ian Riffel the 2010 Collection Person of the Year Award.

President Omsted stated that Ian Riffel was awarded the 2010 Collection Person of the Year Award at the 2011 CWEA Awards Banquet held on January 29th. He indicated that Ian will move on to CWEA's statewide competition and the winner will be announced at CWEA's Annual Conference in April.

The Board members congratulated Ian for his awards.

7. Consent Calendar

- A. Minutes for the following meetings:
 - January 19, 2011 Regular Board Meeting
 - January 31, 2011 Investment & Finance Committee meeting
 - February 2, 2011 Engineering Committee meeting
- B. Demands for January/February 2011 Payroll Checks Numbered 15322 – 15345; General Checking – Checks numbered 40522 – 40616.
- C. Operations Report. (A copy was included in the original February 9, 2011 Agenda)
- D. Finance Report. (A copy was included in the original February 9, 2011 Agenda)
- E. Quarterly Treasurer's Investment Report. (A copy was included in the original February 9, 2011 Agenda)

Upon a motion made by Director Juliussen, 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 – January 26, 2011 Board meeting.

Directors Sullivan and Juliussen reported on EWA's January 26, 2011 Board meeting.

9. Committee Reports

- A. Investment & Finance Committee meeting was held on January 31, 2011.

Vice President Hanson reported that the IFC received the Reserve Policy annual report and reviewed proposed changes to the Reserve Policy. She stated the IFC agreed with the revisions made to the policy and that this item will be reviewed at tonight's meeting for the Board's approval.

- B. Engineering Committee meeting was held on February 2, 2011.

Director Juliussen reported that the EC reviewed a one-year extension to Infrastructure Engineering Corporation (IEC) contract for as needed engineering design services. Director Juliussen noted that the EC agreed with staff's recommendation to present this item to the Board at tonight's meeting.

In addition, Director Juliussen reported that the EC received a status update on the Carlsbad Hilton Project, Occidental Line Project and the Batiquitos Force Main Repair Project.

10. Old Business

None.

11. New Business

- A. Authorize the General Manager to execute a one-year extension to the Infrastructure Engineering Corporation (IEC) contract for as needed engineering design services.

PM Morishita presented this item stating that the EC reviewed IEC's contract at its February 2, 2011 meeting.

PM Morishita stated that IEC's three year contract was executed in February 2006 for engineering design services. The District executed its option to extend their contract for an additional two years in February 2009. PM Morishita indicated that this extension will expire this month. PM Morishita indicated that staff believes it's prudent to extend IEC's contract for an additional year, so staff can maintain focus on its organizational transition that began in January 2011. In addition, IEC has provided excellent services and a commitment to the District. PM Morishita indicated that the extension does not include a contract amount because as needed engineering services are calculated on a time and material basis. He noted that staff will present task orders to the Board, if a task order exceeds the GM's purchasing authority.

Upon a motion made by Vice President Hanson, seconded by Director Kulchin, and carried, the Board of Directors authorize the General Manager to execute a one-year extension to the IEC contract for as needed engineering design services.

B. Adopt Resolution No. 2213 – Approving the Revised Reserve Fund Policy.

ASM LeMay presented this item stating that there are two parts to the annual review of the Reserve Policy; the review of the Reserve balances and approval of the revised Reserve Policy. ASM LeMay provided a summary of staff's recommended changes to the policy and then provided an overview of the Reserves balances.

Upon a motion made by Director Juliussen, seconded by Director Sullivan, and carried the Board of Directors adopted Resolution No. 2213 – Approving the revised Reserve Fund Policy by the following votes:

AYES: Directors Omsted, Hanson, Sullivan, Kulchin, and, Juliussen
NOES: None
ABSENT: None
ABSTAIN: None

12. Information Items

A. Batiquitos Force Main Project Status Update.

PM Morishita provided a PowerPoint update on the Batiquitos Force Main Project.

B. CSDA Quarterly Dinner is scheduled for Thursday, February 17, 2011.

GM Bushee stated that the CSDA dinner is scheduled for February 17, 2011. He indicated that he will carpool from the District office at 5:30 p.m.

13. Directors' Meetings

None.

14. Comments, Questions or Requests by Directors

Director Juliussen stated that he attended former LWD General Manager Tim Jochem's memorial service. He noted it was well attended and that he was impressed by his

numerous accomplishments at the Upper San Gabriel Water District while serving as their General Manager.

Director Kulchin thanked Director Juliussen for attending Tim Jochem's memorial service. He also indicated that after listening to staff's reports, he is impressed with what is being accomplished at the District and that it remains well funded.

Director Sullivan stated that she attended the CWEA Awards Banquet and is proud of LWD. She also indicated that LWD was well represented at the event, along with its member agency, Encina Wastewater Authority.

Vice President Hanson stated that she also attended the CWEA Awards Banquet and thanked Director Juliussen for attending Mr. Jochem's memorial service.

President Omsted indicated that while he was on vacation in Oregon, he learned that a local University is using reclaimed water in its restrooms.

15. General Manager's Report

The following items were reported:

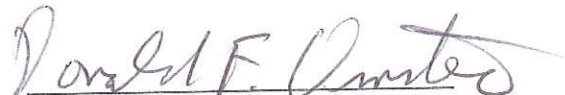
- Handouts that included a press release from Padre Dam MWD announcing their new General Manager and an email that LWD received from a resident providing positive feedback on our 2011 Winter Newsletter.
- Reminder that Board of Directors Strategic Planning session is scheduled for March 3, 2011 at the District office.
- Public Information proposals were reviewed by the CAC and staff. Interviews were held with two firms on February 8, 2011 and staff plans to recommend an agreement with the successful firm at the March 2011 Board meeting.

16. General Counsel's Report

None.

17. Adjournment

President Omsted adjourned the meeting at 5:45 p.m.


Don Omsted, President


Paul J. Bushee
Secretary/General Manager
(SEAL)