

LEUCADIA WASTEWATER DISTRICT

Minutes of a Regular Board Meeting
December 9, 2020

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, December 9, 2020 at 5:00 p.m. via teleconference.

1. Call to Order

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

2. Roll Call

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

DIRECTORS ABSENT:

OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Administrative Services Manager Richard Duffey, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, Executive Assistant Tianne Baity, Administrative Services Supervisor Trisha Hill, Field District Engineer Dexter Wilson, and Paul Ecke III a District resident

3. Pledge of Allegiance

Director Brown led the pledge of allegiance.

4. Board of Directors Oath of Office

GC Brechtel administered the Oath of Office to President Juliussen, Vice President Omsted and Director Hanson.

5. General Public Comment Period

Mr. Ecke III asked if the project on North Vulcan belongs to the District. GM Bushee answered affirmatively and stated that the project should be complete within the next few weeks.

6. Approval of Agenda

Upon a motion duly made by Director Sullivan, seconded by Vice President Omsted, and unanimously carried, the Board of Directors approved the agenda by the following vote:

Director	Vote
President Juliussen	Yes
Vice President Omsted	Yes
Director Hanson	Yes
Director Sullivan	Yes
Director Brown	Yes

7. Presentations and Awards**A. One Year No Spills.**

GM Bushee presented the item stating that on November 28, 2020 staff completed one year without a spill, which meets an organizational objective under the incentive program. He noted each employee is eligible for a \$1,000 compensation award.

The Board congratulated staff for their efforts.

CONSENT CALENDAR

8. Approval of Board and Committee Minutes

Minutes of the following meetings:

- November 18, 2020 Regular Board Meeting
- December 2, 2020 Engineering Committee Meeting
- December 2, 2020 Community Affairs Committee Meeting

9. Approval of Demands for October/November 2020

Payroll Checks numbered 22347-22426; General Checking Checks numbered 54850-54962

10. Operations Report (A copy was included in the original December 9, 2020 Agenda)

11. Finance Report (A copy was included in the original December 9, 2020 Agenda)

12. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of November 2020.

Upon a motion duly made by Director Hanson, seconded by Director Brown, and unanimously carried, the Board of Directors approved the Consent Calendar by the following vote:

Director	Vote
President Juliussen	Yes
Vice President Omsted	Yes
Director Hanson	Yes
Director Sullivan	Yes
Director Brown	Yes

EWA and COMMITTEE REPORTS

13. Encina Wastewater Authority (EWA) Reports

A. A regular EWA Board Meeting was held on November 18, 2020.

Director Sullivan reported on EWA's November 18, 2020 Board Meeting.

B. An Encina Member Agency Manager's (MAM) Meeting was held on December 1, 2020.

GM Bushee reported on EWA's MAM December 1, 2020 meeting.

14. Committee Reports

A. Engineering Committee (EC) Meeting was held on December 2, 2020.

Vice President Omsted reported that the EC received updates on the following projects:

- Leucadia Pump Station Rehabilitation Project; and
- FY20 Gravity Sewer Repair / Quebrada Realignment Project

These items were for information purposes and there was no action taken.

B. Community Affairs Committee (CAC) Meeting was held on December 2, 2020.

Director Sullivan reported that the CAC reviewed three teacher grant applications and agreed with staff to present the applications to the Board of Directors. This item will be discussed later in the agenda.

C. Ad Hoc Committee Meeting was held on December 3, 2020.

Vice President Omsted reported that the Ad Hoc Committee reviewed and commented on the draft Strategic Planning RFP, draft schedule, and draft mailing list of Strategic Planning Consultants. The Committee agreed to the draft RFP and draft schedule. The Committee also agreed to narrow down the draft mailing list to the following four consultants:

- Tamayo Group, Inc.;
- Barber & Gonzales Consulting Group;
- Regional Government Services; and
- Confidence Consulting

President Juliussen stated that he would this item to be discussed at the January Board meeting. GM Bushee stated that an RFP update will be provided at the January meeting and the committee should make a recommendation for a strategic planning facilitator at the February Board meeting.

Director Brown asked for confirmation on the time frame for the Strategic Planning Session. GM Bushee answered it would be in late February or early March depending on the Board's and the Facilitator's availability.

ACTION ITEMS

15. Board of Directors Election of Officers

ASM Duffey presented the item stating that LWD's current policy calls for the Board to elect a President and Vice President.

Upon a motion duly made by Director Hanson, seconded by Director Sullivan, and carried, the Board of Directors elected Vice President Omsted as the Board President for Calendar Year 2021 by the following vote:

Director	Vote
President Juliussen	Yes
Vice President Omsted	Yes
Director Hanson	Yes
Director Sullivan	Yes
Director Brown	Yes

Upon a motion duly made by Vice President Omsted, seconded by Director Brown, and carried, the Board of Directors elected Director Hanson as the Board Vice President for Calendar Year 2021 by the following vote:

Director	Vote
President Juliussen	Yes
Vice President Omsted	Yes
Director Hanson	Yes
Director Sullivan	Yes
Director Brown	Yes

16. Award Teacher Grants

ASsup Hill introduced the item and provided background information noting that this item was reviewed by the Community Affairs Committee (CAC) on December 2nd. ASsup Hill stated the District received three applications by the deadline. She noted that all three schools qualified for the grants and the grants totaled \$5,336.00.

Following discussion, upon a motion duly made by Vice President Omsted, seconded by Director Hanson and unanimously carried, the Board of Directors awarded three Teacher Grants totaling \$5,336.00 by the following vote:

Director	Vote
President Juliussen	Yes
Vice President Omsted	Yes
Director Hanson	Yes
Director Sullivan	Yes
Director Brown	Yes

ASsup Hill then provided historical information on the Teacher Grant Program from fiscal year 2009 through fiscal year 2021. She noted the number of students impacted, the amounts awarded, the number of applications received, and the approximate cost per student.

The Board thanked ASsup Hill for her presentation.

GM Bushee thanked Neal Bloom and Iris Grootenhuis from Rising Tide Partners for their work in contacting the schools regarding the Teacher Grant Program.

INFORMATION ITEMS

17. Project Status Updates and Other Informational Reports

A. EWA Virtual Tour.

GM Bushee provided background information on the drone EWA Virtual Tour. He stated that President Juliussen asked that this item be presented to the Board.

Director Brown asked GM Bushee for clarification on the capital improvement projects at EWA. GM Bushee provided a breakdown on the projects.

The Board thanked GM Bushee for his presentation.

B. CASA Virtual Winter Conference is scheduled for January 27 – 28, 2020 via video conference.

EA Baity provided information regarding the upcoming virtual conference.

C. Congratulations letters to Director Hanson regarding the November election.

EA Baity stated that Director Hanson received congratulatory letters for her recent election victory from Congressman Mike Levin and Assemblywoman Tasha Boerner Horvath.

18. Directors' Meetings and Conference Reports

A. CSDA Virtual Quarterly Meeting was held November 19, 2020 via videoconference.

Director Sullivan stated the speaker was great. Director Hanson agreed.

Director Brown stated he was impressed with the scale of the project. Vice President Omsted agreed with Director Brown.

19. General Manager's Report

GM Bushee reported on the following items:

- LWD staff has resumed the alternate work schedule based on the Regional Stay at Home Order imposed by Governor Newsom;
- Thanked President Juliussen for a great job as Board President this year; and
- Wished everyone a happy holidays.

20. General Counsel's Report

GC Brechtel wished everyone a great holiday season.

21. Board of Directors' Comments

Director Hanson wished everyone happy holidays.

Directors Brown stated he attended the CSDA Module 1: Governance Foundations Virtual Workshop. He stated it was a good workshop and the presenter did a great job. Director Sullivan thanked Director Brown for taking the time to complete the workshop.

Director Sullivan wished everyone happy holidays and she looked forward to a new year. She also thanked the Board for a great year with President Juliussen's leadership.

Vice President Omsted thanked President Juliussen for being the first Board President to conduct Board meetings via Zoom. He thanked President Juliussen for a good job over the past year.

President Juliussen thanked the staff and the Board for a great year.

22. Closed Session

Conference with Legal Counsel to discuss exposure to litigation pursuant to California Government Code Sec. 54956.9(d)(2) – Gelson's Claim

The Board of Directors met in Closed Session. There was no reportable action.

23. Adjournment

President Juliussen adjourned the meeting at approximately 6:19 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)



Donald Omsted, President