

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 March 10, 2021

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, March 10, 2021 at 5:00 p.m. via teleconference.

1. Call to Order

President Omsted called the meeting to order at 5:01 p.m.

2. Roll Call

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

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, District Engineer Dexter Wilson, and Kristin Norton of Titan Engineering & Consulting, LLC

3. Pledge of Allegiance

President Omsted led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

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

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

6. Presentations and Awards

A. Achievement of Organizational Objective – Cost Sharing of CSRMA Dividends

GM Bushee presented the item stating that LWD's incentive program authorizes a 50% cost sharing of the CSRMA dividend payment. CSRMA recently issued a dividend to LWD in the amount of \$28,437.00. He stated that this dividend reflects the District's excellent safety record. He noted that each employee is eligible to receive an incentive award of \$789.92.

The Board members congratulated LWD staff for their efforts.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

- February 10, 2021 Regular Board Meeting
- March 2, 2021 Community Affairs Committee Meeting
- March 3, 2021 Engineering Committee Meeting

8. Approval of Demands for February / March 2021

Payroll Checks numbered 22538-22585; General Checking Checks numbered 55174-55266

9. Operations Report (A copy was included in the original March 10, 2021 Agenda)

10. Finance Report (A copy was included in the original March 10, 2021 Agenda)

11. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of February 2021.

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

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

EWA and COMMITTEE REPORTS

12. Encina Wastewater Authority (EWA) Reports

A. A regular EWA Board Meeting was held on February 24, 2021.

Director Sullivan reported on EWA's February 24, 2021 Board Meeting.

B. An Encina Member Agency Manager's (MAM) Meeting was held on March 2, 2021.

GM Bushee reported on EWA's MAM March 2, 2021 meeting.

13. Committee Reports

A. Community Affairs Committee (CAC) Meeting was held on March 2, 2021.

Director Brown reported that the CAC reviewed the proposed newsletter topics, along with the production schedule.

The CAC suggested that the Teacher Grant article be moved to the lead article and made several other suggested edits. Staff agreed to make those edits and the CAC then directed staff to move forward with the newsletter and production schedule.

B. Engineering Committee (EC) Meeting was held on March 3, 2021.

President Omsted reported that the EC reviewed the recommendation to receive and file the 2021 Update of the Hazard Preparedness & Mitigation Plan completed by Titan Engineering & Consulting, LLC. The EC concurred with staff to present this recommendation to the Board of Directors and it will be discussed later in the agenda.

The EC also received updates on the Leucadia Pump Station Rehabilitation Project Update and the FY20 Gravity Sewer Repair / Quebrada Realignment Project Update. These items were for information purposes and there was no action taken.

ACTION ITEMS

14. Update of the District's Hazard Preparedness and Mitigation Plan

Receive and file the 2021 Update of the Hazard Preparedness & Mitigation Plan completed by Titan Engineering & Consulting, LLC.

TSM Morishita presented the item noting it is a Fiscal Year 2021 Tactical Goal. He then introduced Ms. Kristin Norton of Titan Engineering & Consulting, LLC.

Ms. Norton presented the item and provided an update of the District's Hazard Preparedness & Mitigation Plan (HMP). Ms. Norton reviewed the overall plan goals and objectives, the plan update process, the identified hazards, and the hazard profiles for the force mains and each pump station. Ms. Norton evaluated the vulnerability assessment pertaining to direct damage, loss of function, and environmental impact on LWD's infrastructure. She also reviewed the mitigation and preparedness strategies for the vulnerabilities.

Ms. Norton concluded that the mitigation and preparedness strategies have been divided into high priority and long term recommendations.

Director Brown asked if wildfires have had any impact on the District facilities. GM Bushee answered that there has been no damage to District facilities from wildfires.

Director Brown stated that there is a large gas line in the area and he asked if there is a mitigation plan for gas leaks. Ms. Norton answered that an option is LEL gas detectors. TSM Morishita explained that the HMP looked at natural hazards not manmade hazards. Director Brown suggested that gas leaks be added to the next HMP update.

The Board thanked Ms. Norton for her presentation.

Upon a motion duly made by Director Juliussen, seconded by Director Brown, and unanimously carried, the Board of Directors received and filed the 2021 Update of the Hazard Preparedness & Mitigation Plan completed by Titan Engineering & Consulting, LLC by the following vote:

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

15. Fiscal Year 2022 (FY22) Budget Development Schedule

ASM Duffey presented the item stating that staff is in the process of preparing the FY22 Budget. He provided the recommended dates for the Special Board Meeting to review the Preliminary FY22 Budget.

Following discussion, the Board of Directors agreed to schedule the Special Board Meeting for Monday, May 10, 2021 at 1:00 p.m.

16. Call for Nominations to the San Diego Local Agency Formation Commission (LAFCO) Alternate Member Election

EA Baity presented the item stating that LWD recently received notification that nominations are being solicited for one alternate special district member to serve on San Diego LAFCO and the vacated seat expires on May 1, 2023. She stated the deadline for receipt of all nominations is Friday, April 23, 2021. EA Baity noted that a candidate's forum will be held in conjunction with the CSDA Quarterly Dinner with confirmation being provided under separate/future cover. She also stated that staff has no recommendation on this matter.

Following discussion, the Board chose not to submit a nomination.

17. Review of Strategic Planning Facilitator Proposals

President Omsted stated he would like each Board member to list their top two strategic planning facilitator proposals.

Director Juliussen stated his top choice was Sterling Insights. Director Brown stated his first choice was Confidence Consulting and his second choice was Sterling Insights. Director Sullivan stated her top choice was Confidence Consulting. Vice President Hanson stated she would like to postpone the strategic planning workshop. President Omsted stated his first choice was Barber & Gonzales and his second choice was Confidence Consulting.

Vice President Hanson stated that \$10K is a lot to spend right now and the strategic planning workshop should be postponed until a later time. Director Juliussen agreed with Vice President Hanson.

Director Brown stated he would like to schedule a strategic planning workshop sooner rather than later. He stated that as a new Board member it is important for him to learn more about the District with the Board so the workshop should not be postponed. President Omsted stated Director Brown had a valid point.

Vice President Hanson made a motion to postpone the strategic planning for one year. Director Juliussen seconded the motion. The Board then voted as follows:

Director	Vote
President Omsted	No
Vice President Hanson	Yes
Director Sullivan	No
Director Brown	No
Director Juliussen	Yes

The motion did not pass.

Director Brown made a motion to select Confidence Consulting as the strategic planning facilitator. Director Sullivan seconded the motion. The Board then voted as follows:

Director	Vote
President Omsted	Yes
Vice President Hanson	No
Director Sullivan	Yes
Director Brown	Yes
Director Juliussen	No

The motion passed.

GM Bushee stated he would follow up with Confidence Consulting so that a date could be scheduled for the strategic planning session.

INFORMATION ITEMS

18. Project Status Updates and Other Informational Reports

A. LWD Proposed Rate Increase.

GM Bushee stated that last month he had discussed with the Board a possible postponement of the LWD scheduled rate increase. He stated that since that time he has received additional information on how other local agencies are approaching rate increases and believes LWD should move forward with the planned rate increase. He also stated that the District has not had a rate increase in 4 years, and one is needed to keep the District's strong financial standing. Directors Sullivan, Omsted and Juliussen agreed with GM Bushee.

Following discussion, GM Bushee stated that staff will proceed with a recommendation for a proposed 3-year rate increase at the April Board meeting and the Board will be able to review the Proposition 218 Notice at that time.

19. Directors' Meetings and Conference Reports

A. The CSDA Virtual Quarterly Meeting was held February 18, 2021 via video conference.

Director Sullivan stated it was a great meeting and it was interesting to hear from different agencies on how COVID19 has impacted them. Director Brown and President Omsted agreed.

20. General Manager's Report

GM Bushee reported on the following items:

- COVID19 Update - Return to full staffing and staff vaccinations; and
- State Water Resources Control Board (SWRCB) Waste Discharge Requirements (WDR) Update

21. General Counsel's Report

GC Brechtel reported on the following items:

- Assembly Bill 377 – Water Quality; and
- Senate Bill 323 – Statute of Limitations on Water Rights

22. Board of Directors' Comments

Director Brown stated it was great that water/wastewater agencies were now in COVID19 vaccination tier 1B.

Director Juliussen thanked staff for doing a great job.

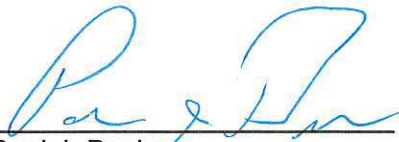
Director Sullivan stated she is happy to hear that things are going well at the District.

Vice President Hanson stated she received a Virtual Tour of EWA and it was excellent.

President Omsted stated that depending when the strategic planning workshop is scheduled, he hopes it can be in person if everyone has received their vaccine.

23. Adjournment

President Omsted adjourned the meeting at approximately 5:52 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)



Donald F. Omsted, President