

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 January 12, 2022

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, January 12, 2022 at 5:00 p.m. via teleconference.

1. Call to Order

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

2. Roll Call

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

DIRECTORS ABSENT:

OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Director of Finance and Administration Ryan Green, Director of Technical Services Robin Morishita, Field Services Superintendent Jeff Stecker, Administrative Services Supervisor Trisha Hill, Executive Assistant Tianne Baity, and District Engineer Dexter Wilson

3. Pledge of Allegiance

Vice President Sullivan led the pledge of allegiance.

4. Adopt Resolution No. 2362 - Authorizing Remote Teleconference Meetings Due to the Declared State Emergency Resulting From the COVID-19 Pandemic

GM Bushee presented the item and provided background information on AB 361. Staff is recommending the Board adopt Resolution No. 2362 in order to hold its January 12th meeting virtually.

Upon a motion duly made by Director Sullivan, seconded by Director Omsted, and unanimously carried, the Board of Directors adopted Resolution No. 2362 - Authorizing Remote Teleconference Meetings Due to the Declared State Emergency Resulting From the COVID-19 Pandemic by the following vote:

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

5. General Public Comment Period

None.

6. Approval of Agenda

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

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

7. Presentations and Awards

Introduce new Director of Finance and Administration Ryan Green.

GM Bushee introduced Mr. Ryan Green, the new Director of Finance and Administration (DFA) and provided background information on DFA Green.

The Board of Directors congratulated and welcomed DFA Green to the District.

CONSENT CALENDAR

8. Approval of Board and Committee Minutes

Minutes of the following meetings:

- December 9, 2021 Regular Board Meeting
- December 14, 2021 Community Affairs Committee Meeting

9. Approval of Demands for December 2021/January 2022

Payroll Checks numbered 23071-23125; General Checking Checks numbered 56353-56487

10. Operations Report (A copy was included in the original January 12, 2022 Agenda)

11. Finance Report (A copy was included in the original January 12, 2022 Agenda)

12. Disclosure of Reimbursements

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

13. Status Update on the Fiscal Year 2022 (FY22) LWD Tactics and Action Plan

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

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

EWA and COMMITTEE REPORTS

14. Encina Wastewater Authority (EWA) Reports

A. A regular EWA Board Meeting was held on December 15, 2021.

Vice President Sullivan reported on EWA's December 15, 2021 Board Meeting.

15. Committee Reports

A. Community Affairs Committee (CAC) Meeting was held on December 14, 2021.

Director Brown reported that the CAC reviewed five teacher grant applications and agreed with staff to present the applications to the Board of Directors and they will be discussed later in the agenda.

ACTION ITEMS

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 14th, 2021. ASsup Hill stated the District received five applications by the deadline. ASsup Hill noted that the total cost for the five grants is \$7,480, which is \$1,480 over the FY22 budget amount of \$6,000. Based on the quality of the applications, staff is recommending that the grants be awarded to all five applicants. She stated that staff believes the additional \$1,480 is well worth the outreach value of the award and this amount can be absorbed by the FY22 budget relatively easily.

Following discussion, upon a motion duly made by Vice President Sullivan, seconded by Director Omsted and unanimously carried, the Board of Directors awarded three Teacher Grants totaling \$7,480 by the following vote:

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

17. 2022 Board of Directors Committee Assignments

President Hanson made the following committee appointments:

- Engineering Committee:
Director Roesink (chair), Director Brown
- Investment & Finance Committee:
Director Brown (chair), Director Omsted
- Community Affairs Committee:
Director Roesink (chair), Vice President Sullivan

- Human Resources Committee:
Vice President Sullivan (chair), President Hanson
- Encina Wastewater Authority (EWA):
President Hanson, Director Omsted
GM Bushee (alternate)

There was no action taken.

18. Resolution No. 2363 Authorizing Investment of Monies in the Local Agency Investment Fund (LAIF)

GM Bushee presented the item stating with the recent retirement of ASM Duffey, the resolution requires an update authorizing the Director of Finance and Administration (DFA), Ryan Green, to deposit and withdraw funds from LAIF.

Following discussion, upon a motion duly made by Director Brown, seconded by Director Omsted and unanimously carried, the Board of Directors approved Resolution No. 2363 Authorizing Investment of Monies in the Local Agency Investment Fund (LAIF) by the following vote:

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

INFORMATION ITEMS

19. Project Status Updates and Other Informational Reports

A. Encinitas Estates Pump Station Replacement Project.

TSM Morishita provided an update on the Encinitas Estates Pump Station Replacement Project.

B. 2022 CWEA San Diego Section Awards Banquet is scheduled for January 29, 2022 at the Catamaran Resort in San Diego, CA.

EA Baity announced the date and time of the 2022 CWEA San Diego Section Awards Banquet.

C. Board of Directors Code of Conduct.

This item was for informational purposes.

20. Directors' Meetings and Conference Reports

None.

21. General Manager's Report

GM Bushee reported on the following:

- Electoral Redistricting Process Update;
- Request for Proposals for District Auditor Update;

- Employee Satisfaction Survey Results;
- Board Self Evaluation Survey; and
- COVID-19 Status Update

22. General Counsel's Report

GC Brechtel reported on the following:

- Declared State of Emergency extended until the end of March

23. Board of Directors' Comments

Director Omsted thanked the staff for including the Code of Conduct in the Board Agenda. He suggested that it be moved to the front of the agenda. GM Bushee stated staff would do so.

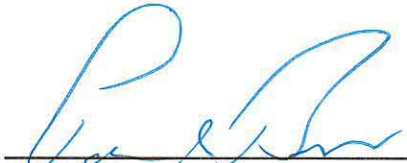
Director Brown welcomed DFA Green to the District.

Vice President Sullivan wished everyone a happy and healthy New Year.

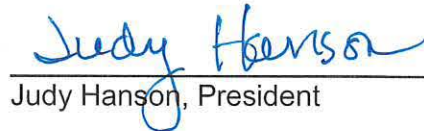
Director Roesink welcomed DFA Green to the District and thanked DTS Morishita for his work on the Encinitas Estates Pump Station Replacement Project.

24. Adjournment

President Hanson adjourned the meeting at 6:03 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)



Judy Hanson, President