

## LEUCADIA WASTEWATER DISTRICT

Minutes of a Regular Board Meeting

April 10, 2013

---

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, April 10, 2013 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

### 1. Call to Order

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

### 2. Roll Call

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

DIRECTORS ABSENT: None.

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, District Engineer Steve Deering with Dudek, CPA Richard Duffey with Brownell & Duffey, and Accounting Technician Maggie McEniry.

### 3. Pledge of Allegiance

### 4. General Public Comment Period

There was no public comment.

### 5. Approval of Agenda

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

### 6. Presentations and Awards

- A. GM Bushee and Accounting Technician Maggie McEniry receives a professional achievement award.

GM Bushee stated that he and Maggie both passed their 10 year anniversary at the District. He acknowledged and thanked Maggie for years of service, noting that she has not missed a payroll during her tenure at the District. He also stated that these past ten years at the District has been rewarding for him.

President Sullivan thanked Paul and Maggie for their services and the Board of Directors congratulated them for their efforts.

## CONSENT CALENDAR

### 7. Approval of Board and Committee Minutes

Minutes of the following meetings:

March 13, 2013 Regular Board Meeting  
March 21, 2013 Special Board Meeting  
April 3, 2013 Engineering Committee Meeting

**8. Approval of Demands for March/April 2013**

Payroll Checks numbered 16555-16614; General Checking – Checks numbered 43534-43637; voided check no. 43461.

**9. Operations Report** (A copy was included in the original April 10, 2013 Agenda)

**10. Finance Report** (A copy was included in the original April 10, 2013 Agenda)

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

**EWA and COMMITTEE REPORTS**

**11. Encina Wastewater Authority (EWA) Reports**

A. EWA Board Report – Meeting was held on March 27, 2013.

Director Juliussen reported on the March 27, 2013 EWA Board of Directors meeting.

B. Encina Member Agencies Manager's (MAM) Meeting was held on April 2, 2013.

GM Bushee reported on the April 2, 2013 MAM Meeting.

**12. Committee Reports**

A. Engineering Committee meeting was held on April 3, 2013.

Director Juliussen reported that the EC reviewed an agreement with Piperin Corporation for construction services to complete the L1 Force Main Internal Corrosion Evaluation Project in an amount not to exceed \$39,000. He stated that it will be presented later in the agenda.

He also reported that the EC reviewed the revisions to the District's Standard Specifications and Procedures for wastewater facility projects. He stated that it will be presented later in the agenda.

In addition, he reported that the EC received an update on the Force Main Corrosion Protection project, noting that there were no change orders. He also reported that the EC received a report of staff's analysis of a new Work Management System named infraMap WMS. The EC concurred with staff to include funding for the system in the FY 14 Budget. The EC also received an update on the Batiquitos Pump Station Rehabilitation project, along with information on the February 1, 2013 Batiquitos force main spill.

## ACTION ITEMS

### 13. Award of the District's L1 Force Main Internal Corrosion Evaluation Project Construction Contract.

Authorize the General Manager to execute an agreement with Piperin Corporation for construction services to complete the L1 Force Main Internal Corrosion Evaluation Project in an amount not to exceed \$39,000 and authorize the transfer of \$15,000 from the Lanikai Trunk Sewer Lining Project to the L1 Force Main Corrosion Evaluation Project.

TSM Morishita presented the item stating that it was reviewed by the EC on April 3<sup>rd</sup>. He noted that this project is a goal in the FY 13 Tactical Plan.

He provided background information on the project indicating that it was recommended as a component of the Force Main Corrosion Study completed by Dexter Wilson Engineering. He stated that the project involves removing a ten foot section of the force main between Interstate 5 and Coast Highway 101 that it will be used to conduct the corrosion testing. He noted that staff executed an agreement with IEC to complete the civil specifications and plans required to remove the section of L1. Staff solicited quotes and three were received, with Piperin Corporation as the lowest bid at \$39,000. He stated that IEC reviewed the quotes and recommended that Piperin Corporation be awarded the contract. He noted that Piperin has done previous work for the District and staff has experience working with Piperin.

TSM Morishita also stated that the bid price of \$39,000 is \$9,000 higher than the FY 13 budget of \$30,000. He noted the reasons for the higher construction costs and asked that the Board authorize a transfer of \$15,000 from the Lanikai Trunk Sewer Lining Project to the Leucadia Force Main Corrosion Evaluation Project to cover the project's costs and contingency. He stated that funds are available in the Lanikai Project because the project was cancelled due to the B2 Force Main break in February 2013.

Director Juliussen noted how important it is for the District to maintain its Force Mains and he thanked Piperin for submitting a bid proposal, along with staff and IEC for their work on proposed project.

Director Omsted asked what system will perform the inspections on the Force Main. TSM Morishita stated that the District will use its own televised cameras to inspect the internal portions of the Force Main after Piperin removes the coupon of the Force Main.

Director Hanson asked if the District will inspect other portions of the Force Main. TSM Morishita stated that based on the condition of the force main, staff will determine if other portions need to be inspected.

Upon a motion duly made by Director Omsted, seconded by Director Juliussen and carried, the Board of Directors authorized the General Manager to execute an agreement with Infrastructure Engineering Corporation for engineering design services for the Gravity Pipeline Rehabilitation Project in an amount not to exceed \$39,000.

Upon a motion duly made by Director Omsted, seconded by Director Juliussen and carried, the Board of Directors authorized the transfer of \$15,000 from the Lanikai Trunk Sewer Lining Project to the L1 Force Main Corrosion Evaluation Project.

**14. Revision of Leucadia Wastewater District Standard Specifications and Procedures for Wastewater Facility Projects.**

Adopt Resolution No. 2231 revising Leucadia Wastewater Districts' Standard Specifications and Procedures for wastewater facility projects.

DE Deering presented the item and provided background on the District's Standard Specifications indicating its use as a key District document for development. He introduced Jeff Meyer of Dudek and provided brief background information about Jeff, noting that he will present the recommended revisions to the Standard Spec.

Jeff provided an overview of the revisions to the Standard Specifications indicating the following key revisions:

- Include the 2012 version of the Greenbook as base reference document for construction of sewers;
- Include processing procedures and a standard agreement, along with the related documents in the Standard Specs. appendices;
- Require Polyvinyl Chloride (PVC) pipe; however, retain Vitrified Clay Pipe (VCP) as an option subject to District approval;
- Require lining of new manholes with PVC T-lock lining;
- Create new master agreement for shopping centers to streamline FOG requirements; and
- Require easement composite manhole covers to utilize materials to enhance worker safety.

Director Juliussen thanked staff for updating the Standard Spec., noting that this process involves a considerable amount of time. GM Bushee also thanked DE Deering, TSM Morishita, and General Counsel Brechtel for their work updating the Standard Specs.

Following discussion, and upon a motion duly made by Director Juliussen, seconded by Director Kulchin and carried, the Board of Directors adopted Resolution No. 2231 revising the Leucadia Wastewater Districts' Standard Specifications and Procedures for wastewater facility projects by the following vote:

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

**15. Board of Directors Compensation Adjustment.**

ASM LeMay presented this item indicating that the Board adopted Ordinance No. 126 on May 9, 2012 which increased the Board's compensation from \$173 to \$180, as allowed by the California Water code. He noted that the Board is allowed a 5% stipend adjustment per year. He stated that if the Board agreed to increase their stipend, staff would prepare, notice and schedule a public hearing for the May 2013 regular Board meeting.

Director Hanson stated that she believes the Board of Directors compensation is fair and that she is not in favor of an increase. Directors Juliussen, Omsted and Kulchin agreed. President Sullivan stated that the Board of Directors have agreed not to increase their stipend and directed staff not to prepare, notice and schedule a public hearing.

**16. Call for Nominations for the Local Agency Formation Commission (LAFCO) Independent Special District Member.**

ASM LeMay presented this item stating that LAFCO is requesting nominations for one open position on the LAFCO Independent Special District Commission. He stated that the incumbent is seeking re-election.

Director Hanson stated that she doesn't have any recommendations to the LAFCO Independent Special District Commission.

The Board of Directors agreed not to submit a nomination to the LAFCO Independent Special District Commission.

**17. Strategic Planning Workshop Follow Up – Proposed “Strategies” Revisions.**

Review the Strategic Plan's Proposed “Strategies” revisions and provide direction, as appropriate.

GM Bushee presented the item indicating that it is a follow up from the Board's Strategic Planning Session. He stated that during the session, the Board discussed revising the seven strategies and consolidating them into four strategies. GM Bushee stated that during the session, staff agreed to revise the strategies and present them to the Board for approval. He noted that Jeff Bills was not available to attend tonight's meeting to facilitate the discussion, but he is scheduled to attend the May Board meeting.

Director Kulchin stated that the revised strategies were well crafted and that he had no revisions to the proposed revised strategies. Director Omsted agreed; however, he suggested minor revisions that he would like for staff to change.

President Sullivan confirmed Director Omsted's suggested revisions and thanked staff for consolidating them into four strategies. GM Bushee stated that staff will make those changes and will bring this item back to the Board in May for approval.

The Board of Directors agreed.

## **INFORMATION ITEMS**

**18. Project Status Updates and Other Informational Reports**

A. Completion of the Force Main Corrosion Protection Project.

TSM Morishita stated that the notice of completion was filed and there were no change as indicated by Director Juliussen during his EC report.

B. February 1, 2013 Batiquitos Force Main Spill Update.

GM Bushee provided an update on the spill indicating that the extra work required to repair the Force Main may cost approximately \$100,000. He stated that the District received no fine for the spill.

C. Encina Phase V Project Cost Reconciliation Status.

Staff met with Encina's staff during March regarding the Phase V Project Cost Reconciliation. He stated based on EWA's analysis, the District was over credited \$1.8 million and subsequently needs to repay this amount. He also indicated that the District has been paying a higher percentage for the Phase IV ownership and the District may receive credit that will offset a portion of \$1.8 million Phase V costs.

**19. Directors' Meetings and Conference Reports**

None.

**20. General Manager's Report**

General Manager Bushee reported on the following items:

- Superintendent Stecker has been asked to participate on the CWEA Collections Award Committee for the next three years. He noted that since Mr. Stecker will be on the committee that the District is ineligible to submit for the Collections Award.
- CASA asked LWD's staff for the Board members home email addresses to send updates and CASA alerts. Staff sent CASA the email addresses and if you do not want these emails please let us know.
- As part of the District's Speakers' Bureau, GM Bushee presented at the Encinitas Coastal Rotary. He noted that the presentation was well received.
- The Batiquitos Pump Station project is near completion and Director Kulchin asked that staff schedule a tour after the completion of the project. He noted that this tour is tentatively scheduled for June.

**21. General Counsel's Report**

General Counsel Brechtel provided an update on the Regional Board Mitigation and Monitoring reporting proposed revisions to the program. He provided a brief summary of the proposed changes to the program. He stated that staff is drafting comments and will submit them by the Monday, April 15<sup>th</sup> deadline.

He also informed the Board on a recent proposed legislative bill that involves changing the special taxes voting requirements for special district from two thirds to fifty-five percent. He noted that the Board may consider signing a letter of support for this legislation.

In addition, he noted that the District should be receiving additional property taxes due to the repayment of the 1% ad valorem tax that was taken away.

**22. Board of Director's Comments**

Director Juliussen suggested that, on the next newsletter, staff rotate the Board members names to coincide with succession to the Board President.

Director Kulchin noted a newspaper article indicating that the city of Oceanside is raising their

sewer rates. Director Kulchin also asked which staff members will be attending the upcoming CASA Conference. ASM LeMay stated that two staff members will be attending the CSRMA training. GM Bushee stated that the District would send another staff member.

President Sullivan reported that she attended the Encinitas State of City address at the community center. She stated that Mayor Barth gave the address. The Board members expressed their appreciation for her attendance at the event.

**23. Closed Session.**

A. Conference with District Legal Counsel to discuss anticipated litigation pursuant to California Government Code Section 54956.9(b)(3)(A) and (C): Potential action regarding recycled water rebates.

The Board of Directors met in closed session and there was no reportable action.


**24. Adjournment**

President Sullivan adjourned the meeting at 6:32 p.m.



---

Elaine Sullivan, President



---

Paul J. Bushee  
Secretary/General Manager  
(SEAL)