

LEUCADIA WASTEWATER DISTRICT

Minutes of a Regular Board Meeting

July 11, 2012

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, July 11, 2012 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

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

2. Roll Call

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

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager Paul Bushee, District Counsel Wayne Brechtel, Administrative Services Manager Chuck LeMay, Field Services Superintendent Jeff Stecker, Executive Assistant Trisha Hill, Engineer Mike Metts with Dudek and FST I Adam Robey.

3. Pledge of Allegiance

4. General Public Comment Period

None.

5. Approval of Agenda

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

6. Presentations and Awards

A. FST I Adam Robey receives a professional achievement award.

GM Bushee introduced FST I Adam Robey and stated that he received his Collection System Grade II certification. He also presented background information about Adam and congratulated him for his efforts.

President Hanson presented Adam with an incentive check for \$500 as authorized under LWD's Incentive Program.

The Board of Directors congratulated him for his efforts.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

June 20, 2012 Regular Board Meeting

8. Approval of Demands for June 2012/July 2012

Payroll Checks numbered 16165-16189; General Checking – Checks numbered 42598-42671; voided check numbers 41850; 42628; 42650

9. Operations Report (A copy was included in the original July 11, 2012 Agenda)

10. Finance Report (A copy was included in the original July 11, 2012 Agenda)

11. Disclosure of Reimbursements Report for January through June 2012.

Receive and file the Disclosure of Reimbursements Report for January through June 2012.

Upon a motion duly made by Vice President Sullivan, seconded by Director Kulchin, and carried, the Board of Directors approved the consent calendar.

EWA and COMMITTEE REPORTS

12. Encina Wastewater Authority (EWA) Reports

A. Encina Wastewater Authority Report – June 27, 2012.

Vice President Sullivan reported on EWA's June 27, 2012 Board meeting.

B. Member Agency Manager (MAM) Meeting – July 10, 2012.

GM Bushee reported on the MAM's July 10, 2012 meeting. He noted that there was a discussion regarding potential assessment between EWA and the San Elijo Joint Powers Authority.

13. Committee Reports

None.

ACTION ITEMS

14. CSDA Board of Directors 2012 Elections – Region 6 Seat A & C.

Review CSDA Board of Directors candidate statements, discuss and provide direction as appropriate.

ASM LeMay stated that the Board may cast two votes since two seats are open.

Vice President Sullivan reported that she attended a meeting during May in Orange County for the candidates that are running for the seats.

Following discussion, upon a motion duly made by Director Juliussen, seconded by Director Omsted, and carried, the Board of Directors voted for Vice President Sullivan and Incumbent Jo McKenzie for Region 6 Seats A and C on the CSDA Board of Directors and directed staff to forward the ballot by the deadline.

15. Requesting LAFCO to Take Proceedings for the Charles Territory Change of Organization

Adopt Resolution No. 2225 Requesting LAFCO to Take Proceedings for the Charles Territory Change of Organization.

GM Bushee presented the item. He provided a description of the location of the parcel, indicating that the parcel is within the District' sphere of influence. He also stated that the property includes a single family home septic system. GM Bushee stated there is nearby connection to the sewer main from a previous construction project that the owner would like to connect to. He noted that there is no reimbursement agreement and that the adoption of the resolution includes that the change of organization is categorized as exempt under the California Environmental Quality Act (CEQA).

Upon a motion duly made by Vice President Sullivan, seconded by Director Juliussen, and carried, the Board of Directors approved Resolution No. 2225 by the following vote:

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

16. Receive and file the Fiscal Year 2012 (FY 12) Tactics and Action Plan.

GM Bushee presented this item stating that staff accomplished 52 goals and 41 unplanned goals this past fiscal year. He noted that some of goals are ongoing, such as the capital projects.

Following discussion, upon a motion duly made by Director Juliussen, seconded by Director Omsted, and carried the Board received and filed the FY 12 Tactics and Action Plan.

17. Receive and file the Fiscal Year 2013 (FY 13) Tactics and Action Plan.

GM Bushee presented this item. He stated that these are the proposed goals for this fiscal year and he offered to go through the list of goals if required by the Board.

Director Kulchin asked about the goal concerning the compensation study. GM Bushee stated that this goal was related to an internal study annually performed by staff.

Following discussion, upon a motion duly made by Director Juliussen, seconded by Director Omsted, and carried, the Board of Directors received and filed the FY 13 Tactic and Action Plan.

INFORMATION ITEMS

18. Project Status Updates and Other Informational Reports

A. 2012 San Diego County Infrastructure Report Card.

GM Bushee stated that he served as co-chair on the wastewater committee for the ASCE 2012 Infrastructure Report Card. He provided a brief summary of the report and answered the Board questions regarding the report. He also acknowledged AS II Baity for her assistance with the survey.

B. CASA Annual Conference is scheduled for August 8-11, 2012 in Monterey, CA.

Director Kulchin indicated that he would like to see additional staff members attend this conference.

C. CSDA Annual Conference is scheduled for September 24-27, 2012 in San Diego, CA.

GM Bushee announced the event, asking Directors to RSVP to EA Hill.

D. WEFTEC Conference is scheduled for September 29 – October 3, 2012 at the New Orleans Morial Convention Center.

GM Bushee announced the event, asking Directors to RSVP to EA Hill. Director Juliussen stated that he will attend.

The Board of Directors briefly discussed Board members attending technical conferences.

19. Directors' Meetings and Conference Reports

None.

20. General Manager's Report

The following items were reported:

- He noted that staff placed a hand out that includes the Board of Directors' compensation report at their seat.
- He will be out of town during the week of the August Board meeting and will not be able to attend. He noted that ASM LeMay will be the acting GM in his absence.

21. General Counsel's Report

General Counsel Brechtel reported on regulations regarding stop notices. He also reported that the National Resource Defense Council (NRDC) is still pushing for metered sewer service and he has been monitoring this potential regulation.

22. Board of Director's Comments

Director Omsted asked EA Hill if she has received any documents from the County regarding the upcoming elections. EA Hill stated that she has not received any paperwork from them yet.

Director Juliussen commented on the Disclosure Reimbursement report stating that he carpooled during the CASA Spring Conference and the CSDA Legislative Days conference. GM Bushee stated the travel reports include notes stating this information, but the disclosure reimbursement report depicts which person was reimbursed for their expenditures.

23. Closed Session

A. Personnel matters as authorized by Government Code 54957 to review General Manager Performance.

General Counsel Brechtel stated that the Board of Directors will meet in closed session per government code section 54957 to review General Manager Performance. Following closed session, the Board of Directors unanimously approved an Excellent Performance

rating and approved a 3% increase in the General Manager's salary, along with a \$2,000 bonus.

24. Adjournment

President Hanson adjourned the meeting at 5:52 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)



Judy Hanson, President