

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 January 13, 2016

A regular meeting of the Board of Directors of the Leucadia Wastewater District (LWD) was held Wednesday, January 13, 2016 at 5:00 p.m., at the District Administration Office at 1960 La Costa Ave., Carlsbad, California.

1. Call to Order

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

2. Roll Call

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

DIRECTORS ABSENT: None

OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Administrative Services Manager Chuck LeMay, Technical Services Manager Robin Morishita, Field Services Superintendent Jeff Stecker, Executive Assistant Trisha Hill, District CPA Richard Duffey, District Engineer Steve Deering, Field Services Technician II Steve Krason, Administrative Specialist II Tianne Baity, Lois Humphreys of TRG & Associates, and Mike Harding.

3. Pledge of Allegiance

President Omsted led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

President Omsted asked the Board of Directors if there were any objections to the approval of the agenda, and seeing none, the Board approved the agenda by the following vote:

Director	Vote
President Omsted	Aye
Vice President Hanson	Aye
Director Sullivan	Aye
Director Kulchin	Aye
Director Juliussen	Aye

6. Presentations and Awards

- A. Achievement of an Individual Award – Field Services Technician II Steve Krason’s 15th year anniversary.

GM Bushee introduced FST II, Steve Krason, stating that he recently passed his 15 year anniversary at the District. He provided background information about Steve and noted that under LWD’s incentive program that Steve is eligible for a \$300 incentive award.

President Omsted presented Steve with his certificate and the Board of Directors congratulated Steve for his efforts.

Achievement of an Individual Award – Administrative Specialist II Tianne Baity's 10th year anniversary.

GM Bushee introduced Administrative Specialist II, Tianne Baity, stating that she recently passed her 10 year anniversary at the District. He provided background information about Tianne and noted that under LWD's incentive program that Tianne is eligible for a \$200 incentive award.

President Omsted presented Tianne with her certificate and the Board of Directors congratulated Tianne for her efforts.

B. Adopt Resolution No. 2269 – In Appreciation of Charles A. LeMay For His Outstanding Service and Commitment to Leucadia Wastewater District.

The Board of Directors presented ASM LeMay with the Resolution of Appreciation, noting ASM LeMay's accomplishments throughout his career at the District.

ASM LeMay stated that he was grateful for his time at the District and thanked the Board of Directors for their guidance. He also thanked staff, GM Bushee, and the Board of Directors for their knowledge and focus with District issues.

The Board and staff congratulated Chuck on his upcoming retirement.

Upon a motion duly made by Director Juliussen, seconded by Director Sullivan, and unanimously carried, the Board of Directors adopted Resolution No. 2269 - In Appreciation of Charles A. LeMay For His Outstanding Service and Commitment to Leucadia Wastewater District by the following vote:

Director	Vote
President Omsted	Aye
Vice President Hanson	Aye
Director Sullivan	Aye
Director Kulchin	Aye
Director Juliussen	Aye

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

December 9, 2015 Regular Board Meeting

8. Approval of Demands for December 2015/January 2016

Payroll Checks numbered 18307-18367; General Checking – Checks numbered 47648-47775.

9. Operations Report (A copy was included in the original January 13, 2016 Agenda)

This report discloses up-to-date and monthly flow, rain fall, EDU's and reclaimed water averages; along with MGD flow comparisons from FY 15 to FY 16 and flows by sub-basin.

10. Finance Report (A copy was included in the original January 13, 2016 Agenda)

11. Disclosure of Reimbursements (A copy was included in the original January 13, 2016 Agenda)
This report discloses travel expense reimbursements for the month of December 2015.

12. Status Update on the Fiscal Year 2016 (FY16) LWD Tactics and Action Plan
(A copy was included in the original January 13, 2016 Agenda)

Director Kulchin questioned a check listed in the demands for Confidence Consulting. GM Bushee answered that last June Confidence Consulting's retention contract was discontinued but the District still continued to use its services on a task order basis under the GM's signature authority. GM Bushee noted that Confidence Consulting's expenses were within the Fiscal Year 2016 (FY16) budget. Director Kulchin suggested that the Board discuss Confidence Consulting's fees. GM Bushee proposed that this item be placed on the February 2016 Agenda for discussion.

Vice President Hanson asked how much had Confidence Consulting been paid to date. GM Bushee stated that it was about \$22,000 in fees plus travel expenses.

Upon a motion duly made by Director Juliussen seconded by Vice Director Sullivan, and unanimously carried, the Board of Directors approved the consent calendar by the following vote:

Director	Vote
President Omsted	Aye
Vice President Hanson	Aye
Director Sullivan	Aye
Director Kulchin	Aye
Director Juliussen	Aye

EWA and COMMITTEE REPORTS

13. Encina Wastewater Authority (EWA) Reports

A. EWA Board Report – Meeting was held on December 16, 2015.

Director Sullivan reported on EWA's December 16, 2015 Board meeting.

14. Committee Reports

A. Engineering Committee (EC) meeting was held on January 12, 2016.

Director Juliussen stated that the EC received project status updates on the Saxony Pump Station Rehabilitation Project, Scott's Valley Pipeline Rehabilitation Project, and the Leucadia (L1) Force Main West Section Replacement Project. He stated that staff would provide an update on LWD's Environmental Performance Record later in the agenda.

ACTION ITEMS

15. Local Agency Formation Commission (LAFCO) 2015 Special Districts Election.

EA Trisha Hill presented the item stating that LAFCO is requesting votes for its Special District's Election. She stated that LAFCO's Nominating Committee reviewed the slate of nominees for all positions and made ten (10) recommendations for the ten (10) positions available.

Following discussion, upon a motion duly made by Vice President Hanson, seconded by Director Sullivan, and unanimously carried, the Board of Directors agreed to vote for the following candidates recommended by LAFCO's Nominating Committee:

Edmund K. Sprague for the Regular Special District Member, Judy Hanson for the Alternate Special District Member, and Special District Advisory Committee Members, Robert L. Thomas, Tom Kennedy, John Pastore, Kimberly Thorner, Thomas Pocklington, Jack Bebee, Gary Croucher and Erin Lump.

In addition, the Board voted "yes" to support both term extensions for the regular LAFCO special district positions by the following votes:

Director	Vote
President Omsted	Aye
Vice President Hanson	Aye
Director Sullivan	Aye
Director Kulchin	Aye
Director Juliussen	Aye

16. 2016 Board of Directors Committee Assignments

President Don Omsted presented the item stating that he is proposing to replace Director Kulchin on the Engineering Committee (EC) with himself and to assign Vice President Hanson as the District's EWA representative in place of Director Sullivan.

Director Kulchin commented that he is not in favor of changing the LWD EWA representative because Director Sullivan has represented LWD well, has a great deal of institutional memory, and a strong passion for the EWA Board. Director Kulchin also stated that he would like to continue serving on LWD's Engineering Committee.

Director Sullivan indicated she would like to continue to serve on the EWA Board. She noted that EWA's general manager is leaving the organization and that it is very important to have continuity on the EWA Board during this management transition.

The Board discussed the committee appointments at length. Vice President Hanson noted that she is interested in serving on the EWA Board and that she was previously unable to serve because of her employment status with the City of Encinitas and the associated potential for conflict of interest. She added that now that she is retired there is no conflict.

Following discussion, the Board asked GC Brechtel for clarification on LWD's policy on this issue. GC Brechtel explained that according to the District's Board/Staff Relations policy, the President appoints the committee assignments unless two Board members request for a vote. If two Board

members request a vote then the entire Board votes on whether to uphold or not uphold the appointments.

Directors Sullivan and Kulchin requested a vote on whether to approve President Omsted's EWA Board assignment and the Engineering Committee assignment. The Board then voted as follows:

Director	Vote
President Omsted	Aye
Vice President Hanson	Aye
Director Sullivan	No
Director Kulchin	No
Director Juliussen	No

GC Brechtel noted that under LWD's policy, the Board must vote to make the committee assignments for 2016. Director Juliussen motioned to keep the 2016 committee assignments the same as they were in 2015. Director Sullivan seconded the motion. The Board voted as follows:

Director	Vote
President Omsted	Aye
Vice President Hanson	Aye
Director Sullivan	Aye
Director Kulchin	Aye
Director Juliussen	Aye

The motioned carried and committee assignment remained the same as 2015.

INFORMATION ITEMS

17. Project Status Updates and Other Informational Reports

A. Update on LWD's Environmental Performance

GM Bushee presented an update of the District's environmental performance over the past 10 years comparing the most recent 5 years with the previous 5. He stated that the total number of Sewer System Overflows (SSOs) decreased from 16 SSOs between 2006 and 2010 to 7 SSOs between 2011 and 2015. He also provided the results of the number of gravity SSOs. GM Bushee attributed this significant improvement to several factors including strong Board support, the shift in focus from hydro-cleaning to Closed Circuit Television (CCTV) inspections, enhanced recruitment process, and the procurement of new equipment.

Director Sullivan noted that the Board trusts LWD's dedicated employees and how the employees make protecting the environment their number one job. She stated it is easy to support decisions made by staff based on this trust and the presentations that staff make to the Board.

President Omsted asked GM Bushee to explain to the Board how impressed the instructor from Haaker and FSSup Stecker were with the Field Services staff during the training for the new vacor truck. GM Bushee explained that they were impressed with

FS staff engagement during the training and the complexity of their questions to the instructor.

Director Kulchin recommended that an article be written for the newsletter that portrays LWD's excellent environmental record. GM Bushee agreed to do so.

Vice President Hanson added that during all her years at the District, it has always been a goal to provide employees with any type of equipment they need to do their jobs.

- B. 2016 WaterReuse CA Annual Conference is scheduled for March 13-15, 2016 at the Hyatt Vineyard Creek Hotel in Santa Rosa, CA.

EA Hill reviewed the upcoming WaterReuse conference and noted that hotel rooms have been booked for interested Board members. She stated that flights will need to be booked and she asked that the Board notify either Ms. Baity or her if they wish to attend.

18. Directors' Meetings and Conference Reports

None.

19. General Manager's Report

GM Bushee reported on the following items:

- The District received seven proposals in response to LWD's Request for Proposals (RFP for Public Information Services). Staff will interview a shortlist of four firms later in the month. Staff's plans to present the recommended contract to the Board in February or March.
- The CWEA Annual Awards Banquet dinner is scheduled for Saturday, January 30, 2016. He noted that the District submitted several award applications to CWEA. A carpool will leave from the District office at 5:30pm on Saturday, January 30th.
- A Special Board Meeting to discuss LWD's recycled water program has been scheduled for Tuesday, February 16, 2016 at 10:00 am.

20. General Counsel's Report

None.

21. Board of Directors' Comments

Director Juliussen thanked President Omsted for his openness on his first day as President.

Director Kulchin agreed with Director Juliussen's comments and said he appreciates the fact that the Board gets along well.

Director Sullivan wished everyone a happy and healthy New Year and stated that Chuck would be missed. She also said she looks forward to working with staff in their new capacity.

President Omsted thanked everyone for his first meeting as President. He also stated that he was on the Board of Directors for the League of Women Voters North County and had been invited to give a presentation on wastewater on February 2, 2016 to Sea Crest Village.

22. Adjournment

President Omsted adjourned the meeting at approximately 5:53 p.m.


Don Omsted, President


Paul J. Bushee
Secretary/General Manager
(SEAL)