

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 June 10, 2020

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, June 10, 2020 at 5:00 p.m. via teleconference.

1. Call to Order

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

2. Roll Call

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

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, Accounting Technician Maggie McEniry, and District Engineer Dexter Wilson

3. Pledge of Allegiance

Vice President Omsted led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

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

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

6. Presentations and Awards

Adopt Resolution No. 2335 - In Appreciation of Margaret McEniry For Her Outstanding Service and Commitment to Leucadia Wastewater District.

GM Bushee presented AT Margaret (Maggie) McEniry with the Resolution of Appreciation, noting Maggie's accomplishments throughout her career at the District.

The Board and staff congratulated Maggie on her upcoming retirement and thanked her for her hard work and contributions to the District.

Upon a motion duly made by Director Hanson, seconded by Director Sullivan, and unanimously carried, the Board of Directors adopted Resolution No. 2335 - In Appreciation of Margaret McEniry For Her Outstanding Service and Commitment to Leucadia Wastewater District by the following vote:

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

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

- May 13, 2020 Regular Board Meeting
- May 14, 2020 Special Board Meeting
- June 2, 2020 Investment and Finance Committee Meeting
- June 3, 2020 Engineering Committee Meeting

8. Approval of Demands for May/June 2020

Payroll Checks numbered 22027-22070; General Checking Checks numbered 54166-54276

9. Operations Report (A copy was included in the original June 10, 2020 Agenda)

10. Finance Report (A copy was included in the original June 10, 2020 Agenda)

11. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of May 2020.

12. Establishing an Appropriations Limit of the LWD for Fiscal Year 2021 (FY21)

Adopt Resolution No. 2331 Establishing an Appropriations Limit of the Leucadia Wastewater District (LWD) for the Fiscal Year 2021 (July 1, 2020 to June 30, 2021) Pursuant to Article XIII (B) of the California Constitution.

13. Actuarial Valuation of Leucadia Wastewater District's Retiree Health Program

Receive and file the Actuarial Valuation of LWD's Retiree Health program as of June 30, 2019.

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

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

EWA and COMMITTEE REPORTS

14. Encina Wastewater Authority (EWA) Reports

A. A regular EWA Board Meeting was held on May 27, 2020.

Director Sullivan reported on EWA's May 27, 2020 Board Meeting.

B. An Encina Member Agency Manager's (MAM) Meeting was held on June 2, 2020.

GM Bushee reported on EWA's MAM June 2, 2020 meeting.

15. Committee Reports

A. Investment and Finance Committee (IFC) Meeting was held on June 2, 2020.

Director Hanson reported that the IFC reviewed the following recommendation:

- Receive and file the Actuarial Valuation of LWD's Retiree Health Insurance Program as of June 30, 2019.

The IFC agreed with staff to include the report in the consent calendar of the agenda.

B. Engineering Committee (EC) Meeting was held on June 3, 2020.

Director Kulchin reported that the EC reviewed the following recommendation:

- Adopt Resolution No. 2334 approving the District's Orchard Wood Road Sewer Repair Project and the associated California Environmental Quality Act Notice of Exemption.

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 Batiquitos (B3) Discharge Section Replacement Project and the Leucadia Pump Station Project. These items were for information purposes and there was no action taken.

OLD BUSINESS

16. Adopt the Fiscal Year 2021 (FY21) Budget.

ASM Duffey presented the item stating that the Board reviewed the recommended FY21 Budget at their Special Board meeting on May 14th and during the meeting the Board directed staff to finalize the budget. ASM Duffey noted that sewer service fee for FY21 will remain \$343.68 per EDU per year. He stated that staff recommends that the Board adopt the FY21 Budget.

Upon a motion duly made by Director Sullivan, seconded by Vice President Omsted, and unanimously carried, the Board of Directors adopted the FY21 Budget by the following vote:

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

17. A proposal to consider collecting the District's Wastewater Service Charge for Fiscal Year 2021 (FY21) on the San Diego County Tax Roll.

President Juliussen opened the public hearing for comments. There were no public comments. President Juliussen closed the public hearing.

Director Sullivan asked if the District received any comments regarding the postponement of the proposed sewer rate increase. GM Bushee answered that he received one phone call from a resident who thanked the District for postponing the increase.

18. Update Collection of Wastewater Service Charges on the County Tax Roll for Fiscal Year 2021 (FY21)

Adopt Resolution No. 2332 Adopting and Approving the Report for the Collection of Wastewater Service Charges on the County Tax Roll for the Fiscal Year July 1, 2020 - June 30, 2021.

ASsup Hill presented this item and stated that staff recommends that the Board adopt Resolution No. 2332 - Adopting and Approving the Report for the Collection of Wastewater Service Charges on the County Tax Roll for the Fiscal Year July 1 2020 - June 30, 2021.

Following discussion, upon a motion duly made by Vice President Omsted, seconded by Director Sullivan, and unanimously carried, the Board of Directors adopted Resolution No. 2332 - Adopting and Approving the Report for the Collection of Wastewater Service Charges on the County Tax Roll for the Fiscal Year July 1, 2020 - June 30, 2021 by the following vote:

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

19. Unrepresented Employees Salary and Benefits Resolution

Adopt Resolution No. 2333 setting forth salaries, benefits and other working conditions for represented employees for the period July 1, 2020 to June 30, 2021.

ASsup Hill presented the recommendation and provided background information on this item. She stated that the Salary and Benefits Resolution was developed consistent with the Board's direction at the May 14th Special Board Meeting and has been reviewed by GC Brechtel.

Following discussion, upon a motion duly made by Director Hanson, seconded by Director Kulchin, and carried, the Board of Directors adopted Resolution No. 2333 - Setting Forth Salaries, Benefits and other Working Conditions for Unrepresented Employees for the Period July 1, 2020 to June 30, 2021 by the following vote:

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

20. Orchard Wood Road Sewer Repair Project

Adopt Resolution No. 2334 approving the District's Orchard Wood Road Sewer Repair Project and the associated California Environmental Quality Act Notice of Exemption.

GM Bushee provided background information on the project explaining that the gravity pipeline in an easement at the end of Orchard Wood Road in the City of Encinitas has a major sag which causes a significant amount of grit and grease to accumulate in the line. He stated that this line segment requires frequent cleaning to prevent a sewer system overflow.

GM Bushee stated that in order to proceed with the project, the City of Encinitas is requiring the District to obtain a Major Use Permit (MUP). The MUP check list requires that the District's Board of Directors consider the Project as a whole and approve the Project subject to the California Environmental Quality Act (CEQA) exemptions identified in the Notice of Exemption (NOE) prepared for the Project.

Upon a motion duly made by Director Hanson, seconded by Vice President Omsted, and unanimously carried, the Board of Directors adopted Resolution No. 2334 approving the District's Orchard Wood Road Sewer Repair Project and the associated California Environmental Quality Act Notice of Exemption by the following vote:

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

21. CSDA Board of Directors 2020 Elections - Seat C

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

EA Baity presented the item stating that CSDA is requesting its members to vote for a candidate for Seat C for the southern network region. She noted the candidates' names and that staff has no recommendation.

Upon a motion duly made by Vice President Omsted, seconded by Director Hanson, and unanimously carried, the Board of Directors voted for Arlene Schafer from Costa Mesa Sanitary District by the following vote:

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

INFORMATION ITEMS

22. Project Status Updates and Other Informational Reports

A. Incentive Program Report.

GM Bushee presented a report that was developed based on Director Sullivan's requests at the May 14, 2020 Board Budget Workshop. GM Bushee showed a comparison of the Incentive Programs' actual expenses relative to the Incentive Program budget. He also provided a comparison of personnel expenses relative to overall operating expenses.

Director Sullivan thanked GM Bushee for the report.

Vice President Omsted asked if the graph of other Operating Costs Net of EWA could be broken down and itemized. GM Bushee stated he could bring this item back with the costs broken down.

B. WaterReuse CA Annual Conference will be held via virtual conference June 24 – 25, 2020.

EA Baity announced the dates of the virtual conference.

23. Directors' Meetings and Conference Reports

The 2020 CSDA Legislative Days Virtual Conference was held May 18 - 22, 2020.

Director Hanson stated the virtual conference was interesting and a learning experience. She noted that some of the webinars were difficult to read online.

Vice President Omsted stated the webinar regarding pension liabilities was difficult to follow.

Director Sullivan stated that she participated in CSDA Committee Meetings earlier today and she noted that that CSDA Committees discussed what could be improved for future virtual conferences.

24. General Manager's Report

GM Bushee reported on the following items:

- There will be a retirement luncheon honoring AT McEniry in the near future; and
- Update on the Accounting Technician interviews and hiring.

25. General Counsel's Report

GC Brechtel reported on the following items:

- Special Districts Provide Essential Services Act (H.R.7073);
- Governor Newsom's Executive Order on COVID-19 and Workers' Compensation; and
- National Lawyers Guild v. City of Hayward and the California Public Records Act.

26. Board of Directors' Comments

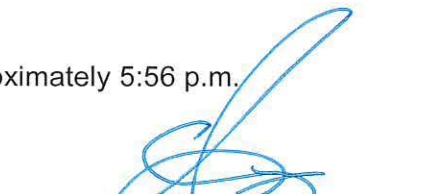
President Juliussen thanked staff and the Board for their work during the pandemic.

27. Adjournment

President Juliussen adjourned the meeting at approximately 5:56 p.m.



Paul J. Bushee Secretary/General Manager
(SEAL)



Allan Juliussen, President