

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 May 8, 2019

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, May 8, 2019 at 5:00 p.m., at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Kulchin, Juliussen, Hanson, and Sullivan

DIRECTORS ABSENT: Omsted

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, Field Services Specialist Ian Riffel, and District Engineer Dexter Wilson

3. Pledge of Allegiance

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

6. Presentations and Awards

None.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

March 13, 2019 Regular Board Meeting

8. Approval of Demands for April/May 2019

Payroll Checks numbered 21311-21354; General Checking – Checks numbered 52779-52853

9. Operations Report (A copy was included in the original May 8, 2019 Agenda)

10. Finance Report (A copy was included in the original May 8, 2019 Agenda)

11. Quarterly Treasurer’s Report

This report discloses investments for the quarter ending March 31, 2019

12. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of April 2019.

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

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

EWA and COMMITTEE REPORTS

13. Encina Wastewater Authority (EWA) Reports

A. EWA Board Report – Meeting held on April 24, 2019.

Director Sullivan reported on EWA’s April 24, 2019 Board meeting.

B. EWA Member Agency Manager’s (MAM) - Meeting held on May 7, 2019.

GM Bushee reported on EWA’s MAM May 7, 2019 meeting.

14. Committee Reports

A. Engineering Committee (EC) Meeting was held on May 1, 2019.

Vice President Juliussen reported that the EC reviewed the following recommendations:

- Adopt Resolution No. 2315 revising Leucadia Wastewater District’s Standard Specifications and Procedures for Wastewater Facility Projects;
- Adopt Resolution No. 2316 delegating authority for acceptance of sewer facilities and interests in real property to the General Manager; and
- Adopt Ordinance No. 139 - an update of the Leucadia Wastewater District’s Wastewater Ordinance.

Vice President Juliussen stated the EC concurred with staff to present these recommendations to the Board of Directors and they will be discussed later in the agenda.

PUBLIC HEARING

15. A Proposal to consider an update of the Leucadia Wastewater District's Wastewater Ordinance.

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

ACTION ITEMS

16. Revision of Leucadia Water District Standard Specifications and Procedures for Wastewater Facility Projects

A. Adopt Resolution No. 2315 revising Leucadia Wastewater District's Standard Specifications and Procedures for Wastewater Facility Projects; and

DE Wilson presented the item. He explained that the Standard Spec update is needed since there are new industry standards in the 2018 "Greenbook" and there are Field Crew preferences and discrepancies between the 2016 Standard Spec and actual field conditions. DE Wilson stated that the major updates were on: 1) manhole lining; 2) raising manholes to grade; 3) terminal manholes; 4) lateral connections; 5) private pump stations; 6) underground structure drains; and 7) Accessory Dwelling Units. He continued that there were minor updates for clarity, grammar and consistency.

Upon a motion duly made by Director Sullivan, seconded by Director Hanson, and unanimously carried, the Board of Directors adopted Resolution No. 2315 revising Leucadia Wastewater District's Standard Specifications and Procedures for Wastewater Facility Projects by the following vote:

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

B. Adopt Resolution No. 2316 delegating authority for acceptance of sewer facilities and interests in real property to the General Manager.

FSSpec Riffel presented the item. He explained that in the past, the resolution adopting the Standard Spec included the General Manager's authorization to accept sewer facilities and interests in real property for the District. He continued that staff believes it is prudent to separate the General Manager's authorization into its own resolution for clarity and administrative purposes.

Upon a motion duly made by Director Hanson, seconded by Vice President Juliussen, and unanimously carried, the Board of Directors adopted Resolution No. 2316 delegating authority for acceptance of sewer facilities and interests in real property to the General Manager by the following vote:

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

17. Adopting the Update to the Leucadia Wastewater District's Wastewater Ordinance
Adopt Ordinance No. 139 - An Update of the Leucadia Wastewater District's Wastewater Ordinance.

FSSpec Riffel presented the item. He continued that the update of the Standard Spec and an unpaid fine from an enforcement action were the prompts for updating the District's Wastewater Ordinance (Ordinance). He provided background information on the current Ordinance and noted that the updated Ordinance added the following provisions for non-payment of fines: 1) late payment penalties; 2) unpaid fees collected on tax roll; 3) file a separate lien on the real property; and 4) petition the Superior Court.

Upon a motion duly made by Director Sullivan, seconded by Director Hanson, and unanimously carried, the Board of Directors adopted Ordinance No. 139 – An Update of the Leucadia Wastewater District's Wastewater Ordinance by the following vote:

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

18. Approving the Recommended Encina Wastewater Authority Fiscal Year 2020 (FY20) Budget.

Adopt Resolution No. 2313 Approving the Recommended Encina Wastewater Authority FY20 Operating, Capital, and Pension Funding Policy Budgets.

ASM Duffey presented the recommendation to approve the EWA FY20 Budget. He noted the Operating Budget is approximately \$17.2M, the Capital Budget is approximately \$22.4M, and the CalPERS Pension Funding Budget is approximately \$4.0M. He noted the District's share is approximately \$2.0M for operating costs, \$3.6M for capital costs, and \$547K for pension costs.

Upon a motion duly made by Director Hanson, seconded by President Kulchin, and unanimously carried, the Board of Directors adopted Resolution No. 2313 – Approving the Recommended EWA FY20 Operating, Capital, and Pension Funding Policy Budgets by the following vote:

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

INFORMATION ITEMS

19. Project Status Updates and Other Informational Reports

- A. CSDA Quarterly Dinner is scheduled for Thursday, May 16, 2019 at The Butcher Shop Steakhouse in Kearny Mesa, CA.

EA Baity announced the date and time of the May CSDA Quarterly Dinner. GM Bushee stated that a carpool will be leaving from the District office at 5:30 p.m. and that he will send an email reminder.

- B. 2019 LWD Annual Employee Luncheon is scheduled for Thursday, July 11, 2019 at Stagecoach Park in Carlsbad, CA.

EA Baity announced the date, time, and location of the Annual Employee Luncheon.

- C. CSDA Board of Directors Candidate Statements for Seat B.

EA Baity announced that the District had received one candidate statement for the CSDA Board of Directors Seat B. She stated the statement was from Kathleen Tiegs from the Cucamonga Valley Water District.

20. Directors' Meetings and Conference Reports

None.

21. General Manager's Report

None.

22. General Counsel's Report

None.

23. Board of Directors' Comments

Director Sullivan wished everyone a happy Mother's Day. She thanked staff for a great job on their presentations.

Vice President Juliussen thanked staff for a great job on the wastewater ordinance and standard specs resolutions.

Director Kulchin asked if the field services staff is trained on the wastewater ordinance. GM Bushee stated that the field services staff are aware of the ordinance but it is primarily used by management and FSSpec Riffel, DE Wilson, TSM Morishita, and FSS Stecker.

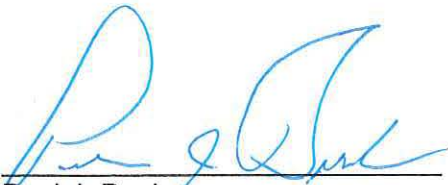
24. Closed Session

Conference with Legal Counsel to discuss exposure to litigation pursuant to California Government Code Sec. 54956.9(d)(2) – City of Carlsbad Cease and Desist Notice.

There was no reportable action.

25. Adjournment

President Kulchin adjourned the meeting at approximately 6:08 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)



David Kulchin, President