

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 August 14, 2024

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, August 14, 2024 at 5:00 p.m., at the District Administration Office at 1960 La Costa Avenue, Carlsbad, California.

1. Call to Order

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

2. Roll Call

DIRECTORS PRESENT: Roesink, Saldana (via teleconference), Omsted, Pacilio, Sullivan
 DIRECTORS ABSENT:
 OTHERS PRESENT: General Manager Paul Bushee, General Counsel Wayne Brechtel, Director of Finance and Administration Ryan Green, Administrative Services Supervisor Trisha Hill, Field Services Superintendent Marvin Gonzalez, Executive Assistant Tianne Baity, Project Coordinator Ian Riffel, Natalie Frascchetti of Dexter Wilson Engineering, Field Services Supervisor Gabe Mendez, Field Services Technician Angel Hinojosa

3. Pledge of Allegiance

Director Omsted led the pledge of allegiance.

4. General Public Comment Period

None.

5. Approval of Agenda

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

Director	Vote
President Roesink	Yes
Vice President Saldana	Yes
Director Omsted	Yes
Director Pacilio	Yes
Director Sullivan	Yes

6. Presentations and Awards

Achievement of Individual Awards – Professional Achievement Awards for Angel Hinojosa

GM Bushee introduced Field Services Technician In-Training Angel Hinojosa and provided background information on Angel stating that Angel recently received his Water Treatment Operator Grade T1 certification from the State Water Resources Control Board. He noted that that Angel is eligible for a \$500 incentive award under the District’s incentive program.

GM Bushee also stated that Angel recently received his Collection System Maintenance Grade 1 from the California Water Environment Association (CWEA). He noted that that Angel is eligible for a \$500 incentive award under the District's incentive program.

The Board congratulated Angel and thanked him for his efforts.

CONSENT CALENDAR

7. Approval of Board and Committee Minutes

Minutes of the following meetings:

July 10, 2024 Regular Board Meeting
July 18, 2024 Community Affairs Committee Meeting
August 5, 2024 Engineering Committee Meeting

8. Approval of Demands for July/August 2024

Payroll Checks numbered 240710-1 – 240807-18; General Checking Checks numbered 25858-26005

9. Operations Report (A copy was included in the original August 14, 2024 Agenda)

10. Finance Report (A copy was included in the original August 14, 2024 Agenda)

11. Quarterly Treasurer's Investment Report

This report discloses investments for the quarter ending June 30, 2024.

12. Disclosure of Reimbursements

This report discloses travel expense reimbursements for the month of July 2024.

13. Fiscal Year 2025 (FY25) Pay Schedules

Adopt Resolution No. 2419 – Approving the FY25 pay schedules.

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

Director	Vote
President Roesink	Yes
Vice President Saldana	Yes
Director Omsted	Yes
Director Pacilio	Yes
Director Sullivan	Yes

EWA and COMMITTEE REPORTS

14. Encina Wastewater Authority (EWA) Reports

A. EWA Board Report – Meeting held on July 24, 2024.

Vice President Saldana reported on EWA's July 24, 2024 Board meeting.

B. An Encina Member Agency Manager's (MAM) Meeting was held on August 6, 2024.

DFA Green reported on EWA's August 6, 2024 MAM meeting.

Director Pacilio asked if any progress had been made regarding EWA's spending.

GM Bushee answered that some progress has been made but it is a very slow process. He noted that the City of Vista and Buena Sanitation District wrote a letter indicating a similar position as the District's regarding EWA's potable water reuse project. GM Bushee noted that this letter is included as a handout to Board Agenda Item No. 20, General Manager's Report.

Vice President Saldana added that the District is making some progress at EWA but it is a slow process and will take some time. President Roesink added that EWA Board members are asking more detailed questions and seem to be more budget minded.

Director Sullivan asked if EWA has seen an increase in the number of bidders for EWA projects. President Roesink stated they have increased a little bit.

GM Bushee added that it seems like the District's concerns are being heard and EWA is more conscious on bidding projects versus sole sourcing.

15. Committee Reports

A. A Community Affairs Committee (CAC) meeting was held July 18, 2024.

Vice President Saldana reported that the CAC reviewed the proposed newsletter topics, along with the production schedule. The CAC then directed staff to move forward with writing the newsletter articles.

B. An Engineering Committee (EC) meeting was held August 5, 2024.

Director Omsted reported that the EC reviewed the following recommendations:

- Authorize the General Manager to execute an Agreement with Palm Engineering Construction Company, Inc. for construction services to complete the San Marcos Creek Crossing Diversion Project in an amount not to exceed \$1,124,000 and;
- Authorize an additional appropriation of \$150K to the project budget.

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

ACTION ITEMS

16. San Marcos Creek Crossing Diversion Project Award of Construction Contract and Authorize an Additional Appropriation

- A. Authorize the General Manager to execute an Agreement with Palm Engineering Construction Company, Inc. for the construction of the San Marcos Creek Crossing Diversion Project in an amount not to exceed \$1,124,000 as the lowest responsive and responsible bidder and;

B. Authorize an additional appropriation of \$150K to the project budget.

PC Riffel presented the item and provided background information. PC Riffel stated that in January 2024 the emergency repair work was completed at the San Marcos Creek pipeline crossing at the Omni La Costa south golf course. PC Riffel stated that during this time, staff and the Board discussed expediting a permanent repair to abandon the creek section of the pipe. In March 2024 the Board authorized a \$200K Capital Budget transfer in order to start design immediately.

PC Riffel stated that in June 2024, Water Works completed project design and staff advertised the project for bids. PC Riffel continued that the estimated construction cost was \$1.046M. PC Riffel stated that the District received two (2) bids and Palm had the lowest bid of \$1,124,000. He stated that Palm's bid was \$78K more than the engineer's cost estimate.

PC Riffel noted that he and Water Works Engineers reviewed pertinent information to ensure the bid was competitive. Based on this analysis, staff is recommending that the bid be awarded to Palm.

Director Sullivan thanked PC Riffel for following up with the construction companies which did not bid on the project.

President Roesink asked what the estimated completion date of the project is. PC Riffel stated that Palm is ready to start and, the District is hoping the project will be completed before January 2025.

Following discussion, upon a motion duly made by Director Sullivan, seconded by Director Pacilio, and unanimously carried, the Board of Directors authorized the General Manager to execute an Agreement with Palm Engineering Construction Company, Inc. for the construction of the San Marcos Creek Crossing Diversion Project in an amount not to exceed \$1,124,000 and authorized an additional appropriation of \$150K for project construction by the following vote:

Director	Vote
President Roesink	Yes
Vice President Saldana	Yes
Director Omsted	Yes
Director Pacilio	Yes
Director Sullivan	Yes

17. Revised Conflict of Interest Code

Adopt Resolution No. 2418 – Approving LWD's Revised Conflict of Interest Code.

EA Baity presented this item and provided background information on LWD's Conflict of Interest Code (COIC). EA Baity stated the District is required by California Code to biennially review its COIC. She noted the District last amended the Code and Appendix A on August 17, 2022.

EA Baity then summarized the recommended change to the Designated Positions section of the COIC. EA Baity noted that GC Brechtel has reviewed the recommended changes.

Upon a motion duly made by Director Pacilio, seconded by Director Omsted, and unanimously carried, the Board of Directors adopted Resolution No. 2418 approving LWD's revised Conflict of Interest Code by the following vote:

Director	Vote
President Roesink	Yes
Vice President Saldana	Yes
Director Omsted	Yes
Director Pacilio	Yes
Director Sullivan	Yes

INFORMATION ITEMS

18. Project Status Updates and Other Informational Reports

A. EWA Energy Resiliency Study Overview.

GM Bushee stated that this item is being presented at President Roesink's request. GM Bushee then provided an overview of the EWA Draft Energy Resiliency Study.

B. Flu Shot Clinic is scheduled for Thursday, September 19, 2024.

EA Baity announced the date and time of the Flu Shot Clinic.

19. Directors' Meetings and Conference Reports

2024 CASA Annual Conference was held July 31- August 2, 2024 in Monterey, CA.

Vice President Saldana reported that it was a short but very productive conference. He stated that he enjoyed the keynote speaker on leadership and collaboration.

Director Sullivan reported that she enjoyed the political analyst who spoke about the upcoming election. She stated it was a well-attended conference with a younger crowd and more women attendees.

Director Omsted stated the CSRMA session on sewer spills was very interesting and he enjoyed the session on workplace culture.

20. General Manager's Report

GM Bushee reported on the following:

- A handout letter from Buena Sanitation District to Encina Wastewater Authority regarding potable water; and
- Former LWD Board Member Judy Hanson passed away. GM Bushee noted that she had been on LWD's Board for 40 years from 1983 to 2023. GM Bushee stated he will forward information regarding her funeral service once he receives it.

21. General Counsel's Report


None.

22. Board of Directors' Comments

President Roesink thanked staff for a great summer employee luncheon. Director Sullivan agreed with President Roesink.

23. Adjournment

President Roesink adjourned the meeting at approximately 6:14 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)



Chris Roesink, President