

LEUCADIA WASTEWATER DISTRICT
 Minutes of a Regular Board Meeting
 December 11, 2024

A regular meeting of the Board of Directors of the Leucadia Wastewater District was held Wednesday, December 11, 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, Brown, 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, Capital Project Manager Ian Riffel, District Engineer Dexter Wilson, Nixon Roesink resident, and Donald Omsted resident and former Director

3. Pledge of Allegiance

Vice President Saldana led the pledge of allegiance.

4. Board of Directors Oath of Office

GC Brechtel administered the Oath of Office to President Roesink, Director Brown, and Director Pacilio.

5. General Public Comment Period

None.

6. Approval of Agenda

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

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

7. Presentations and Awards

A. Organizational Achievement Award – 5 Years No Spills

GM Bushee presented the item stating that on November 27, 2024 staff completed five years without a spill, which meets an organizational objective under the incentive program. He noted each employee is eligible for a \$1,500 compensation award.

The Board congratulated staff for their efforts.

B. Adopt Resolution No. 2422 – In Appreciation of Donald F. Omsted For His Outstanding Service and Commitment to the Leucadia Wastewater District

GM Bushee presented Mr. Donald (Don) Omsted with the Resolution of Appreciation, noting Don's accomplishments during his time with the District. The Board and staff congratulated Don and thanked him for his hard work and contribution to the District.

President Roesink thanked Don for his mentorship and his legacy with the District.

Director Brown thanked Don for his passion for the community and the District. He stated it is an honor to know Don.

Director Pacilio thanked Don and stated he is appreciative of Don's service to the District and the community.

Director Sullivan thanked Don and wished him a happy and healthy retirement.

Vice President Saldana thanked Don for being a steward of the environment.

Mr. Omsted thanked everyone including the former Board which selected GM Bushee many years ago. He stated he is happy and proud with the current Board leadership at the District.

Upon a motion duly made by Director Pacilio, seconded by Director Brown, and unanimously carried, the Board of Directors adopted Resolution No. 2422 – In Appreciation of Donald F. Omsted For His Outstanding Service and Commitment to the Leucadia Wastewater District by the following vote:

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

CONSENT CALENDAR

8. Approval of Board and Committee Minutes

Minutes of the following meetings:

November 13, 2024 Regular Board Meeting

9. Approval of Demands for November / December 2024

Payroll Checks numbered 241113-1 – 241202-5; General Checking Checks numbered 26325 – 26428

10. Operations Report (A copy was included in the original December 11, 2024 Agenda)

11. Finance Report (A copy was included in the original December 11, 2024 Agenda)

12. Disclosure of Reimbursements

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

Upon a motion duly made by Director Pacilio, seconded by Vice President Saldana, 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 Brown	Yes
Director Pacilio	Yes
Director Sullivan	Yes

EWA and COMMITTEE REPORTS

13. Encina Wastewater Authority (EWA) Reports

A. EWA Board Report – Meeting held on November 20, 2024.

Vice President Saldana reported on EWA’s November 20, 2024 Board meeting.

Director Pacilio asked why the GM evaluation is not disclosed to the public. GC Brechtel answered stating that private and personnel matters, such as evaluations, are not disclosed to the public, only the Board.

Director Brown and Director Pacilio asked questions regarding the grant funding support services at EWA. Vice President Saldana and GM Bushee answered their questions.

B. An Encina Member Agency Manager’s (MAM) Meeting was held on December 3, 2024.

GM Bushee reported on EWA’s December 3, 2024 MAM meeting.

14. Committee Reports

None.

ACTION ITEMS

15. Adopt Resolution 2423 – Check Signatory Authority Amounts

Adopt Resolution 2423 – Updating Check Signatory Authority Amounts for the General Manager, Director of Finance and Administration, and adding the Superintendent.

DFA Green presented the item noting that at the September 18, 2024 Board Meeting, the Board adopted two Resolutions which increased the General Manager’s spending authority from \$35,000 to \$50,000 and adopted a revised Procurement Policy.

DFA Green stated that the purpose of Resolution No. 2423 is to update the check signatory authority amounts to mirror the changes made in Resolution No. 2420 and Resolution No.

2421. The proposed check signatory authority changes for Resolution No. 2423 are listed below.

- Update the check signatory authority for the Leucadia Wastewater District (LWD) General Manager from \$35,000 to \$50,000 which will bring the General Manager's check signatory authority in line with his/hers purchasing authority of \$50,000;
- Replace the Administrative Services Manager, which is an old position/title not currently in use, with the Director of Finance and Administration, and increase the check signatory authority from \$25,000 to \$35,000 which will bring the Director of Finance and Administration's check signatory authority in line with his/hers purchasing authority of \$35,000; and
- Add check signatory authority for the LWD Superintendent in an amount not to exceed \$30,000.

Upon a motion duly made by Director Brown, seconded by Director Pacilio, and carried, the Board of Directors adopted Resolution 2423 – Updating Check Signatory Authority Amounts for the General Manager, Director of Finance and Administration, and adding the Superintendent by the following vote:

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

16. Board of Directors Election of Officers

DFA Green presented the item stating that LWD's current policy calls for the Board to elect a President and Vice President.

Upon a motion duly made by President Roesink, seconded by Director Sullivan, and carried, the Board of Directors elected Vice President Saldana as the Board President for Calendar Year 2025 by the following vote:

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

Upon a motion duly made by Director Pacilio, seconded by Vice President Saldana, and carried, the Board of Directors elected Director Brown as the Board Vice President for Calendar Year 2025 by the following vote:

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

Director Sullivan asked if this is the appropriate time to comment on the committee assignments for next year or if she should wait till this item is brought before the Board at the January Board meeting. GM Bushee answered that she can comment now since it is pertinent to this item but the Board cannot take any action. He stated that should the Board want to change the committee assignment policy, the procedure would be to bring the policy back to the Board for approval in January.

Director Sullivan stated that there should be stability and continuity at EWA with LWD representatives. President Roesink agreed stating that engagement and availability are important factors to consider when on the EWA Board.

GM Bushee stated that in the past the Board has designated a two person Ad-Hoc Committee which would analyze the situation then make recommendations to the full Board. GM Bushee stated an Ad-Hoc Committee could be scheduled later this month or early next month so a recommended policy could be presented to the full Board at the January Board meeting.

President Roesink asked the Board if anyone would like to volunteer for the Ad-Hoc Committee. Director Sullivan stated she would like to be on the Committee. President Roesink asked Vice President Saldana if he would like to be on the Committee. Vice President Saldana answered absolutely.

Upon a motion duly made by President Roesink, seconded by Director Pacilio, and carried, the Board of Directors nominated Director Sullivan and Vice President Saldana to the Ad-Hoc Committee by the following vote:

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

INFORMATION ITEMS

17. Project Status Updates and Other Informational Reports

The 2025 CWEA San Diego Section Awards Banquet is scheduled for January 18, 2025 at Tom Ham's Lighthouse in San Diego, CA.

18. Directors' Meetings and Conference Reports

The CSDA Quarterly Dinner was held November 21, 2024 at The Butcher Shop in Kearny Mesa, CA.

Director Sullivan stated it was a fascinating, engaging, and well-attended meeting. She said the speaker was remote but did a great job. President Roesink agreed with Director Sullivan.

19. General Manager's Report

GM Bushee reported on the following:

- Thanked President Roesink for a great year and he wished everyone a safe and happy holiday season.

20. General Counsel's Report

GC Brechtel reported on the following:

- Wished everyone happy holidays.

21. Board of Directors' Comments

Director Pacilio thanked everyone for a wonderful holiday dinner and noted it was great to meet significant others.

Director Sullivan thanked the Board, staff, and management and stated she is proud of the organization.

Vice President Saldana thanked everyone for a great year noting he is pleased with the District and looking forward to more.

Director Brown stated he echoes Director Pacilio's comments and wished everyone a Merry Christmas.

President Roesink stated Don will be missed but he is happy to have Director Brown onboard. He thanked the Board for their support and leadership this past year and he also thanked GM Bushee and staff for their help.

22. Adjournment

President Roesink adjourned the meeting at approximately 6:00 p.m.



Paul J. Bushee
Secretary/General Manager
(SEAL)



Rolando Saldana, President