

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE REGULAR BOARD MEETING
HELD ON JUNE 10, 2019
AT THE
SAN ELIJO WATER RECLAMATION FACILITY

David Zito, Chair

Jody Hubbard, Vice Chair

A regular meeting of the Board of Directors of the San Elijo Joint Powers Authority (SEJPA) was held Monday, June 10, 2019, at 8:30 a.m., at the San Elijo Water Reclamation Facility at 2695 Manchester Avenue, Cardiff by the Sea, California.

1. CALL TO ORDER

Chair Zito called the meeting to order at 8:30 a.m.

2. ROLL CALL

Directors Present:

David Zito
Jody Hubbard
Kristi Becker
Catherine Blakespear

Directors Absent:

None

Others Present:

General Manager
Director of Finance & Administration
Director of Operations
Administrative Assistant/Board Clerk

Michael Thornton
Paul Kinkel
Chris Trees
Jennifer Basco

SEJPA Counsel:

Procopio, Cory, Hargreaves & Savitch

Adriana Ochoa

City of Encinitas:

Director of Public Works

Carl Quiram

City of Solana Beach:

City Manager
Director of Engineering/Public Works

Greg Wade
Mohammad "Mo" Sammak

3. PLEDGE OF ALLEGIANCE

Chair Zito led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

None

5. AWARDS AND RECOGNITION

None

6. CONSENT CALENDAR

Moved by Board Member Blakespear and seconded by Board Member Becker to approve the Consent Calendar.

Agenda Item No. 7	Approval of Minutes for the May 13, 2019 Meeting
Agenda Item No. 8	Approval for Payment of Warrants and Monthly Investment Report
Agenda Item No. 9	San Elijo Water Reclamation Facility Treated Effluent Flows – Monthly Report
Agenda Item No. 10	San Elijo Joint Powers Authority Recycled Water Program – Monthly Report
Agenda Item No. 11	Approve Sodium Hypochlorite Agreement Extension
Agenda Item No. 12	Approve Professional Engineering Services Agreement for Trussell Technologies, Inc.

Motion carried with the following vote of approval:

AYES: Zito, Hubbard, Becker, Blakespear
NOES: None
ABSENT: None
ABSTAIN: None

13. ITEMS REMOVED FROM CONSENT CALENDAR

None

14. APPROVE BIOSOLIDS HAULING AND REUSE CONTRACTING

General Manager Thornton explained how biosolids are a by-product of the wastewater treatment process. Biosolids can be used to condition soil and fertilize non-human consumption crops or vegetation. Land application occurs through surface spreading, tilling, or injection below the surface. SEJPA, along with many other Southern California treatment facilities, rely on contractors to transport and land apply biosolids for use at farms in Yuma County, Arizona. Recycling biosolids in Yuma Arizona has been found to be a cost effective option for treatment plants in the San Diego area. SEJPA and Encina

Wastewater Authority staff prepared a bid solicitation for biosolids hauling and reuse. Bids were received on May 23, 2019. Denali Water Solutions submitted the low bid proposal of \$51.50 per ton with an estimated FY 2019-20 cost of \$203,700. The FY 2019-20 Recommended Budget includes \$180,000 for biosolids hauling and reuse, and has an additional \$28,000 in contingency funding.

Moved by Vice Chair Hubbard and seconded by Board Member Becker to:

1. Authorize the General Manager to enter into a 5-year agreement with Denali Water Solutions for the procurement of Biosolids Hauling and Reuse for an amount not to exceed \$1,022,661.

Motion carried with the following vote of approval:

AYES: Zito, Hubbard, Becker, Blakespear
NOES None
ABSENT: None
ABSTAIN: None

16. CONSIDERATION OF APPROVAL OF SALARY AND BENEFITS FOR FISCAL YEARS 2019-20, 2020-21, AND 2021-22

General Manager Thornton presented the proposed employee labor agreement to the Board of Directors for approval consideration. The changes from the prior labor agreement include a salary schedule adjustment, increase in the standby service rate of pay, increase in the dollar amount of the yearly purchase of safety boots, and an increase in the maximum cost of reimbursement for tuition fees and education materials. In addition, Mr. Thornton stated that an Intern position has been added to the FY 2019-20 Classification and Salary Schedule.

Moved by Vice Chair Hubbard and seconded by Board Member Becker to:

1. Adopt Resolution No. 2019-03, Resolution Adopting the San Elijo Joint Powers Authority Salary and Benefits for Fiscal Years 2019-20, 2020-21, and 2021-22; and
2. Approve the addition of Intern to the FY 2019-20 Classification and Salary Schedule.

Motion carried with the following vote of approval:

AYES: Zito, Hubbard, Becker, Blakespear
NOES None
ABSENT: None
ABSTAIN: None

15. ADOPTION OF THE SAN ELIJO JOINT POWERS AUTHORITY FISCAL YEAR 2019-20 BUDGET, INVESTMENT POLICY, AND APPOINTMENT OF TREASURER

Paul F. Kinkel, Director of Finance and Administration, presented the Recommended Budget for FY 2019-20 to the Board for approval consideration. The SEJPA received no public comments or requests for budget changes. Therefore, at this time, the Recommended Fiscal Year 2019-20 Budget is ready for adoption.

Michael Thornton, General Manager also stated that staff is not recommending any changes to SEJPA's investment policy for Fiscal Year 2019-20, and that the 2019-20 SEJPA Investment Policy and Guidelines is ready for adoption. The General Manager recommended the appointment of Paul F. Kinkel as SEJPA Treasurer for FY 2019-20.

Moved by Board Member Becker and seconded by Vice Chair Hubbard to:

1. Adopt Resolution No. 2019-04, Resolution Approving the San Elijo Joint Powers Authority Operating and Capital Improvement Budgets for Fiscal Year 2019-20; and
2. Adopt Resolution No. 2019-05, Resolution Approving the San Elijo Joint Powers Authority Investment Policy and Guidelines and Appointment of Paul F. Kinkel as SEJPA Treasurer.

Motion carried with the following vote of approval:

AYES: Zito, Hubbard, Becker, Blakespear
NOES: None
ABSENT: None
ABSTAIN: None

17. BUILDING AND SITE IMPROVEMENT PROJECT DISCUSSION

The General Manager updated the Board of the Directors on the Building and Site Improvements project. Mr. Thornton stated that permit and easement activities are underway with regulatory stakeholders.

No action required. This memorandum was submitted for information only.

18. GENERAL MANAGER'S REPORT

The General Manager shared a "support if amended" letter with the Board of Directors, which was sent to Senate Majority Leader Robert M. Hertzberg addressing SB 332.

19. GENERAL COUNSEL'S REPORT

Adriana Ochoa informed the Board of Directors that the California Supreme Court issued its opinion in *Plantier v. Ramona Municipal Water District* regarding a Proposition 218 challenge against the Ramona Municipal Water District.

20. BOARD MEMBER COMMENTS

None

21. CLOSED SESSION

The Board of Directors adjourned to closed session at 9:19 a.m., pursuant to the following Government Code Sections:

- CONFERENCE WITH LABOR NEGOTIATOR; Agency Negotiator: Michael T. Thornton, General Manager; Unrepresented Employees: All Non-Contract Employees pursuant to Government Code Section 54957.6.
- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION pursuant to Gov. Code 54956.9(d)(4) – Two Matters.
- PUBLIC EMPLOYEE PERFORMANCE EVALUATION: General Manager, pursuant to Gov. Code 54957.

The Board of Directors came out of closed session at 10:01 a.m., with no reportable action.

22. CONSIDERATION OF GENERAL MANAGER PERFORMANCE BONUS (COMPENSATION) PER CURRENT EMPLOYMENT AGREEMENT

Moved by Chair Zito and seconded by Board Member Blakespear to:

1. Approve the General Manager's merit bonus of \$10,000 for Fiscal Year 2018-19.

Motion carried with the following vote of approval:

AYES: Zito, Hubbard, Becker, Blakespear
NOES: None
ABSENT: None
ABSTAIN: None

23. ADJOURNMENT

The meeting adjourned at 10:03 a.m. The next Board of Directors meeting will be held on Monday, July 8, 2019 at 8:30 a.m.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager