

SAN ELIJO JOINT POWERS AUTHORITY  
MINUTES OF THE BOARD MEETING  
HELD ON DECEMBER 12, 2011  
AT THE  
SAN ELIJO WATER RECLAMATION FACILITY

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Thomas M. Campbell, Chair

Teresa Barth, Vice Chair

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A Meeting of the Board of Directors of the San Elijo Joint Powers Authority (SEJPA) was held Monday, December 12, 2011, at 9:00 a.m., at the San Elijo Water Reclamation Facility at 2695 Manchester Avenue, Cardiff by the Sea, California.

1. CALL TO ORDER

Vice Chair Barth called the meeting to order at 9:00 a.m.

2. ROLL CALL

*Directors Present:*

Teresa Barth  
Mark Muir  
Dave W. Roberts

*Directors Absent:*

Thomas M. Campbell

*Others Present:*

General Manager  
Director of Finance/Administration  
Director of Operations  
Administrative Assistant  
Accounting Technician  
Safety/HR Administrator

Michael Thornton  
Greg Lewis  
Christopher Trees  
Monica Blake  
Carrie Cook  
Marisa Buckles

*SEJPA Counsel:*

Procopio, Cory, Hargreaves & Savitch

Aiko Yamakawa

City of Encinitas,  
Director of Public Works

Larry Watt

City of Encinitas,  
Public Works Management Analyst

Bill Wilson

City of Solana Beach,  
City Manager

David Ott

City of Solana Beach,  
Director of Engineering/Public Works

Mohammad "Mo" Sammak

3. PLEDGE OF ALLEGIANCE

Board Member Roberts led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

None

5. PRESENTATION OF AWARDS

None

6. CONSENT CALENDAR

Moved by Board Member Muir and seconded by Board Member Roberts to approve the Consent Calendar.

Motion carried with the following vote of approval:

AYES: M Barth, M Muir, D Roberts  
NOES: None  
ABSENT: T Campbell  
ABSTAIN: None

Consent Calendar:

Agenda Item No. 7	Approval of Minutes for the November 14, 2011 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

11. ITEMS REMOVED FROM CONSENT CALENDAR

None

12. SAN ELIJO OCEAN OUTFALL 2011 ANNUAL INSPECTION REPORT

General Manager Michael Thornton provided a PowerPoint Presentation on the annual inspection of the San Elijo Ocean Outfall, which was conducted by Marine Taxonomic Services, LTD (MTS). The General Manager stated that the inspection included the use of both divers and a remote operated vehicle to inspect the physical condition of the outfall structure. The inspection included examining each pipe joint for integrity and leaks, reviewing the condition of the concrete pipe surface for wear and deterioration, mapping the pipe supporting ballast-rock to ensure adequate support, and evaluating and replacing zinc anodes that provide cathodic protection. MTS reported that the San Elijo Ocean Outfall was found to be in excellent overall condition.

Moved by Board Member Roberts and seconded by Board Member Muir to:

1. Accept and file the San Elijo Ocean Outfall year 2011 Annual Inspection Report and supplemental reports on Porthole #4 Location and Pile Support Anodes prepared by Marine Taxonomic Services, LTS.

Motion carried with the following vote of approval:

AYES: M Barth, M Muir, D Roberts  
NOES: None  
ABSENT: T Campbell  
ABSTAIN: None

13. APPOINTMENT TO EMPLOYEE COMPENSATION AND BENEFIT AD-HOC COMMITTEE

General Manager Michael Thornton reported that the SEJPA is in the second year of a two-year labor agreement with its employees, which will expire on June 30, 2012. The General Manager recommended that the SEJPA Board of Directors consider taking action to engage the employees for the development of a new labor agreement or for the continuation of the existing. The General Manager reported that in past labor negotiations, that the Board of Directors had formed an Ad-Hoc Committee of the Board to advise the General Manager on labor negotiations.

No formal action was taken by the Board. This item will be returned to the January Board meeting and a closed session will be held to discuss labor negotiation options. The Ad-Hoc Committee may be appointed at that time, or the Board may decide to continue negotiations with the full Board.

14. 2011 YEAR IN REVIEW – RECOGNIZING AGENCY ACHIEVEMENTS AND SUCCESSES

General Manager Michael Thornton provided a brief PowerPoint presentation highlighting notable achievements and successes by the agency for 2011. The General Manager stated that these successes include: 100% NPDES permit compliance, 100% APCD permit compliance, 100% OSHA compliance, and 100%

biosolids compliance; as well as no wastewater spills for both 2010 and 2011; and eleven consecutive years without incurring a missed workday due to injury. The General Manager also highlighted new certifications and degrees received by the SEJPA's employees and thanked them for their efforts in making 2011 an exceptional performance year for the agency.

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

15. INCREASE EMPLOYEE CONTRIBUTION LIMIT TO HEALTH CARE SPENDING ACCOUNT

General Manager Michael Thornton stated that the SEJPA has a Cafeteria Plan, adopted in 1995, also known as a Flexible Benefits Plan, which allows the employee to take an active role in managing health care costs through IRS allowed pretax programs. Funds set into these accounts, up to \$3,510, are from the employees and must be used within the calendar year that they are collected. IRS regulations do not have a limit for health care accounts, allowing the employer to set the health care account limit within the employer's Cafeteria Plan. As a result of rising medical and dental costs, the SEJPA is recommending an increase in the health care limit from \$3,510 to \$6,850 for the calendar year 2012, which would approximate a 4% annual increase over the last 18 years. There is no fiscal impact to the SEJPA for this change since the employees fund this account entirely.

Moved by Board Member Muir and seconded by Board Member Roberts to:

1. Increase the employee contribution limit for health care spending account to \$6,850.

Motion carried with the following vote of approval:

AYES: M Barth, M Muir, D Roberts  
NOES: None  
ABSENT: T Campbell  
ABSTAIN: None

16. GENERAL MANAGER'S REPORT

General Manager Michael Thornton reported that the SEJPA annual Meet & Greet with employees will be held directly after the Board of Directors meeting and the CASA Mid-Year Conference is being held January 18-20 in Palm Desert, California.

17. GENERAL COUNSEL'S REPORT

None.

18. BOARD MEMBER COMMENTS

Board Member Roberts commented on a recent news article about the City of Oceanside awarding a \$4 million contract for biosolids disposal. Board Member Roberts requested a future agenda item on the possibility of providing wastewater service to the City of Del Mar. Roberts also stated that he and Vice Chair Barth attended the San Elijo Lagoon Restoration, a public scoping meeting, on possible changes to the lagoon, and that there are opportunities to comment on this subject. It was requested that this item be agendized at a future meeting.

Vice Chair Barth added that the San Elijo Lagoon will be finalizing the environmental documents, and there will be four restoration alternatives presented in the report. The initial period for comments ends December 18<sup>th</sup>, with additional opportunities for comments at later stages.

19. CLOSED SESSION

None

20. ADJOURNMENT

The Board of Directors adjourned at 10:10 a.m. The next Board of Directors meeting will be held on January 9, 2012.

Respectfully submitted,



Michael T. Thornton, P.E.  
General Manager