

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE BOARD MEETING
HELD ON FEBRUARY 8, 2010
AT THE
SAN ELIJO WATER RECLAMATION FACILITY

Maggie Houlihan, Chair

Tom Campbell, Vice Chair

A Meeting of the Board of Directors of the San Elijo Joint Powers Authority (SEJPA) was held Monday, February 8, 2010, 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 Campbell called the meeting to order at 9:00 a.m.

2. ROLL CALL

Directors Present:

Teresa Barth
Thomas Campbell
Maggie Houlihan (Arrived at 9:03)
Dave Roberts

Others Present:

General Manager	Michael Thornton
Director of Finance/Administration	Greg Lewis
Director of Operations	Christopher Trees
Administrative Assistant	Monica Blake
Accounting Technician	Carrie Cook
Safety/HR Administrator	Marisa Buckles
Chief Plant Operator	John Clark

SEJPA Counsel:

Procopio, Cory, Hargreaves & Savitch	Greg Moser
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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

John Boyle, Wastewater Operator I, was presented with a certificate of recognition by General Manager Michael Thornton, for five years of service with San Elijo Joint Powers Authority.

The General Manager informed the Board of Directors that the San Elijo Water Reclamation Facility was awarded the California Water Environment Association (CWEA) 2009 Small Plant of the Year and 2009 Plant Safety awards for the San Diego Section. The agency will now be competing for the State award in these categories.

6. CONSENT CALENDAR

Moved by Board Member Roberts and seconded by Board Member Barth to approve the Consent Calendar with unanimous vote of approval.

Consent Calendar:

Agenda Item No. 7	Approval of Minutes for the January 11, 2010 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	San Elijo Joint Powers Authority Conflict of Interest Code Update of Appendix A with Resolution 2010-05
Agenda Item No. 12	Cardiff Sanitary Division Pump Stations Contingency Funding

13. ITEMS REMOVED FROM CONSENT CALENDAR

None

14. SAN ELIJO JOINT POWERS AUTHORITY MID-YEAR REVIEW OF THE FISCAL YEAR 2009-10 OPERATING BUDGET

Director of Finance/Administration Gregory Lewis reported on the budget projections by classification and by program. It was reported that all programs were projected to finish the fiscal year at or slightly below budget. Overall, projected operating expenditures for all programs are expected to be \$184,006 below budget. This is approximately 4% of the total budget for the fiscal year.

Informational report by the Director of Finance/Administration not requiring Board action.

15. PROPOSED CLASSIFICATION AND COMPENSATION INDEX

The General Manager reported on the completion of a classification and compensation analysis of all SEJPA positions, in accordance with Resolution 2008-06. The analysis uses salary data from comparable agencies within an approximate 45 mile radius. The General Manager stated that the general conclusion of the analyses is that the SEJPA is competitively positioned in the job market. In the proposed Classification and Compensation Index, the General Manager highlighted four recommended changes to specific positions within the index. The net result of the proposed changes will be a decrease in the SEJPA's total maximum compensation. The proposed changes were:

Recommended range increases:

Director of Finance/Administration (adjust top of salary range from \$10,378 to \$10,885)
Electrical/Instrumentation (adjust top of salary range from \$7,549 to \$8,050)
Senior Laboratory Analyst (adjust top of salary range from \$7,399 to \$7,500)

Recommended range decreases:

Create Water Reclamation Series and replace existing Water Reclamation Supervisor (upon retirement) with Water Reclamation Specialist (reduce top of salary range from \$8,653 to \$7,233)

These proposed salary and position changes will result in a net maximum salary decrease of \$311 per month. All other positions and ranges were recommended to remain the same.

Moved by Vice Chair Campbell and seconded by Board Member Barth to:

1. Approve the proposed SEJPA Classification and Compensation Index.

Motion carried with unanimous vote of approval.

16. GENERAL MANAGER'S REPORT

The General Manager, Michael Thornton reported on attending the California Association of Sanitation Agencies (CASA) mid-year conference in January along with Chair Houlihan and Board Members Barth and Roberts. The conference provided presentations on a variety of topics and legislative issues relevant to the SEJPA. The General Manager also attended a WaterReuse meeting with state legislators in Sacramento to discuss the importance of recycled water to the State's water supply portfolio and to encourage support for SEJPA efforts to secure state funding for new demineralization treatment at the SEWRF.

17. GENERAL COUNSEL'S REPORT

General Counsel Greg Moser reported on the decision in the litigation of the case on pension benefits in San Diego.

18. BOARD MEMBER COMMENTS

Board Member Barth and Roberts stated enjoying the CASA conference sessions.

19. CLOSED SESSION

The Board adjourned to closed session under Item 15 to discuss employee compensation matters related to the June 2010 expiration of Resolution No. 2008-06 with the General Manager as its designated representative, as permitted per Government Code section 54957.6.

20. ADJOURNMENT

The Board of Directors adjourned at 10:36 a.m. with no reportable action from closed session. The next Board of Directors meeting will be held on March 8, 2010.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager