

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE BOARD MEETING
HELD ON JANUARY 11, 2010
AT THE
SAN ELIJO WATER RECLAMATION FACILITY

Dave Roberts, Chair

Maggie Houlihan, Vice Chair

A Meeting of the Board of Directors of the San Elijo Joint Powers Authority (SEJPA) was held Monday, January 11, 2010, at 9:00 a.m., at the San Elijo Water Reclamation Facility at 2695 Manchester Avenue, Cardiff by the Sea, California. Due to a lack of quorum, the meeting was adjourned to 4:00 p.m. on Monday, January 11, 2010.

1. CALL TO ORDER

Chair Roberts called the meeting to order at 4:00 p.m.

2. ROLL CALL

Directors Present:

Teresa Barth
Maggie Houlihan
Dave Roberts

Directors Absent:

Thomas Campbell

Others Present:

General Manager
Director of Finance/Administration
Director of Operations
Administrative Assistant

Michael Thornton
Greg Lewis
Christopher Trees
Monica Blake

SEJPA Counsel:

Procopio, Cory, Hargreaves & Savitch

Greg Moser

City of Encinitas,
Director of Public Works

Larry Watt

City of Encinitas,
Public Works Management Analyst

Bill Wilson

City of Solana Beach,
Director of Engineering/Public Works

Mohammad "Mo" Sammak

Kennedy/Jenks Consultants

Pat Huston

3. PLEDGE OF ALLEGIANCE

Chair Roberts led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

None

5. PRESENTATION OF AWARDS

None

6. CONSENT CALENDAR

General Manager Michael Thornton requested Item Number 7 be removed from the Consent Calendar with approval from the Board.

Moved by Vice Chair Houlihan and seconded by Board Member Barth to approve the Consent Calendar with the following vote of approval:

AYES: Barth, Houlihan and Roberts
NOES: None
ABSENT: Campbell
ABSTAIN: None

Consent Calendar:

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

Agenda Item No. 7 Approval of Minutes for the December 14, 2009 meeting

General Manager Michael Thornton requested amending the Roll Call to reflect Vice Chair Houlihan as present and arriving at 9:03 a.m.

Moved by Board Member Barth and seconded by Vice Chair Houlihan to approve the Consent Calendar with the following vote of approval:

AYES: Barth, Houlihan and Roberts
NOES: None
ABSENT: Campbell
ABSTAIN: None

12. ELECTION OF OFFICERS AND SCHEDULE OF BOARD MEETINGS

The General Manager reported that the Member Agencies of the SEJPA have re-appointed their existing representatives to the SEJPA Board of Directors. SEJPA Board needs to now appoint the Chair and Vice Chair of the Board for the 2010 calendar year. The General Manager also provided a list of recommended Board meeting dates for 2010.

Moved by Board Member Barth and seconded by Chair Roberts that Maggie Houlihan serve as Chair and Tom Campbell serve as Vice Chair for 2010 beginning with the next scheduled Board meeting and approve the Board meeting dates for 2010 to continue on the second Monday of each month, beginning at 9:00 a.m.

Motion carried with the following vote of approval.

AYES: Barth, Houlihan and Roberts
NOES: None
ABSENT: Campbell
ABSTAIN: None

13. AWARD OF FINAL DESIGN OF THE RECYCLED WATER DEMINERALIZATION PROJECT FOR THE SAN ELIJO WATER RECLAMATION FACILITY

The General Manager stated that with the completion of the preliminary design report, the project is now ready to move into the final design phase. Staff has completed negotiations with Kennedy/Jenks Consultants for final design scope of work and fee. The negotiated fee was for \$399,000 and included engineering design, permitting assistance, and financial assistance to the SEJPA for obtaining a state revolving fund loan. Staff also negotiated with Trussell Technology Inc. for peer review services associated with the final design. The fee for Trussell Technology was \$17,328. The General Manager reported that the combined total for both contracts was \$416,328 and is within budgeted allowances.

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

1. Authorize the Chair to execute an agreement with Kennedy/Jenks Consultants for Final Design of the Recycled Water Demineralization Project for the San Elijo Water Reclamation Facility; and
2. Authorize the Chair to execute an agreement with Trussell Technologies, Inc. for peer review of the Final Design of the Recycled Water Demineralization Project for the San Elijo Water Reclamation Facility.

Motion carried with the following vote of approval.

AYES: Barth, Houlihan and Roberts
NOES: None
ABSENT: Campbell
ABSTAIN: None

14. DESIGNATION OF BOARD MEMBERS – GENERAL MANAGER PERFORMANCE REVIEW SUBCOMMITTEE

The General Manager stated that the SEJPA Board of Directors had expressed interest in discussing the need for the continuation of the General Manager Performance Review Subcommittee.

After discussion by the Board of Directors, Board Member Barth suggested eliminating the General Manager Review Subcommittee, and having it as a topic in the monthly one-on-one meeting between the Chair and the General Manager.

Moved by Board Member Barth and seconded by Vice Chair Houlihan to eliminate the standing subcommittee of the Board of Directors for the purpose of the General Manager performance review.

Motion carried with the following vote of approval.

AYES: Barth, Houlihan and Roberts
NOES: None
ABSENT: Campbell
ABSTAIN: None

15. GENERAL MANAGER'S REPORT

None

16. GENERAL COUNSEL'S REPORT

General Counsel Greg Moser stated that the Board of Directors are required to complete Ethics Training, AB1234, every two years under the SEJPA reimbursement and compensation policy, and that most Board Members would be due to comply by midyear 2010. Mr. Moser reported Board Members are ineligible for meeting compensation if noncompliant, per SEJPA Resolution No. 2008-03. Mr. Moser offered that his staff could provide the training if desired.

17. BOARD MEMBER COMMENTS

Chair Roberts, Vice Chair Houlihan, and Board Member Barth stated they plan to attend a portion of the California Association of Sanitation Agencies (CASA) conference held in Palm Desert this month.

Chair Roberts thanked the Board of Directors and SEJPA staff for a good year as Chair.

18. CLOSED SESSION

None

19. ADJOURNMENT

The Board of Directors adjourned at 4:19 p.m. The next Board of Directors meeting will be held on February 8, 2010.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager