



Setting Standards of Excellence in Public Service

**MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, September 6, 2017 – 6 p.m.
7811 University Avenue, La Mesa, CA 91942-0427**

1. President Scalzitti called the regular board meeting to order at 6 p.m. The roll call showed a quorum of the board present: Directors Scalzitti, Hedberg, McMillan, Verbeke and Gracyk.

Staff present: Lugo, Tomasulo, Stoia, Miller, Olney, Berens, Lundy, Garuba, Ross, Janzen, Schipper, Doubrava, Annett, Bryant, Fox and Solano. General Counsel Elizabeth W. Hull was also present.

Others present: No others were present.

2. Director McMillan gave the invocation and led the Pledge of Allegiance.
3. General Manager Carlos V. Lugo reported there were no additions or deletions to the agenda. The motion carried unanimously.

Motion: Gracyk
Second: Verbeke

4. President Scalzitti provided opportunity for members of the public to address the board on any item under the subject matter jurisdiction of the district. There were no members of the public to be heard.

5. The consent agenda was approved unanimously.

Motion: Hedberg
Second: Verbeke

- a) Memorandum dated September 6, 2017, from the board secretary submitting expense and per diem claims was approved.

- b) The board approved the minutes of the regular board meeting of August 16, 2017 and the Committee of the Board meeting of August 23, 2017.
- c) The following operating account checks submitted for ratification were approved:
 - i. List dated August 16, 2017
 - ii. List dated August 22, 2017
 - iii. List dated August 29, 2017

Director Gracyk requested details regarding unemployment insurance (Vendor 3173) on page one of the list dated August 16, 2017; page 37 of the board package. Director of Administrative Services Lisa L. Stoia and General Manager Carlos V. Lugo explain the unemployment claims process in general terms.

- d) The board adopted the following resolutions:
 - i. The board adopted Resolution 17-48 authorizing the quitclaim of one aligned easement in the city of El Cajon, county of San Diego, state of California, over portions of assessor parcel numbers 511-330-24, 511-330-30, 511-330-31, 511-330-32 and 514-120-20.
 - ii. The board adopted Resolution 17-49 authorizing execution of the quitclaim of two unaligned easements in the city of La Mesa, county of San Diego, state of California over portions of assessor parcel numbers 497-020-07, 497-020-51 and 497-020-52.
- e) The board approved the following attendance considerations:
 - i. Public Meeting
State Water Resources Control Board
August 14, 2017, from 6 p.m. to 8 p.m.
San Diego Regional Board Office, San Diego
Requests of Vice President Hedberg and Director Gracyk
 - ii. ACWA Region 5 Tour and Program
Recycled Water and Water Reuse/Tour of Goleta Sanitary District
and Corona Del Mar Water Treatment Plant
September 17, 2017, 1:30 - 8 p.m.; September 18, 2017, 9 a.m.-1:30 p.m.
Courtyard by Marriott Santa Barbara
Request of Director Gracyk

- f) The board received the financial reports for the month of July 2017:
 - i. Treasurer's report
 - ii. Budget Summary

- g) The board rejected the following claims:
 - i. Linda Kemper
 - ii. Don Sturek

ACTION ITEMS

- 6. The board rejected all bids submitted for construction of steel pipeline replacement project Valencia Street and Bancroft Drive, Work Order 4159; authorized staff to rebid the project; and set September 21, 2017 at 10 a.m. as the bid opening date and time. The motion carried unanimously.

Motion: McMillan
Second: Hedberg

Engineering Manager Milica K. Schipper provided a PowerPoint presentation. There were no public comments.

- 7. The board adopted Resolution 17-50 declaring construction complete and authorized filing a notice of completion for the Vista Pump Station motor control center replacement project, Work Order 4626. The motion carried unanimously.

Motion: Gracyk
Second: McMillan

Engineering Manager Milica K. Schipper provided a PowerPoint presentation. There were no public comments. Director Verbeke complimented staff for completing the project ahead of schedule and under budget. Director Gracyk asked for clarification regarding other projects Rockwell Construction Services has completed for the district.

- 8. The board authorized General Manager Carlos V. Lugo to execute the amendment to the agreement for professional services between Helix Water District and Rockwell Construction Services, LLC in the amount of \$24,840 for specialty electrical and instrumentation inspection services for the Fletcher Hills 2 Pump Station replacement project, Work Order 4214. The motion carried unanimously.

Motion: Verbeke
Second: Scalzitti

Engineering Manager Milica K. Schipper provided a PowerPoint presentation. There were no public comments. Director Mcmillan clarified 480 voltage is used at the pump station.

9. The board authorized General Manager Carlos V. Lugo to execute an agreement for professional services between Helix Water District and Kleinfelder Inc. for engineering construction support services for the South Rim Tank rehabilitation project, Work Order 4464, in the amount of \$65,000. The motion carried unanimously.

Motion: Verbeke
Second: Scalzitti

Engineering Manager Milica K. Schipper provided a PowerPoint presentation. There were no public comments. President Scalzitti reported that the Committee of the Board process allowed the board members to review the background information regarding this project prior to this regular board meeting. Director Gracyk clarified that Work Order 4464 was included in the budgeting process.

10. The board authorized General Manager Carlos V. Lugo to execute a sole source as-needed professional services agreement in the amount of \$134,000 between Helix Water District and Rod Greek Consulting to provide accounting consulting services during Phase 2 of the HP replacement project. The motion carried unanimously.

Motion: Hedberg
Second: Verbeke

Director of Administrative Services Lisa L. Stoia and Assistant Director of Administrative Services Jennifer C. Bryant addressed all questions and outlined Mr. Rod Greek's relevant work expertise. There were no public comments.

11. The board authorized General Manager Carlos V. Lugo or his designee to execute a two-year contract with Alimak Hek for as-needed elevator maintenance and repair services at the Fletcher Hills Combined Tank. The motion carried unanimously.

Motion: Hedberg
Second: Scalzitti

System Operations Manager Michelle P. Berens provided a PowerPoint presentation. There were no public comments.

12. The board declared a 2008 Hyundai Santa Fe GLS and a 2009 Ford Taurus SEL surplus to the needs of the district and authorized disposal of said vehicles. The motion carried unanimously.

Motion: Verbeke

Second: Gracyk

Facilities Manager Joseph J. Garuba answered all questions. There were no public comments. Director Gracyk verified that district staff are eligible to bid on surplus vehicles. Mr. Garuba also shared that rebates for hybrids have increased to \$5,250 and driving conditions have allowed the district hybrids to average 70 miles per gallon.

13. The board adopted Resolution 17-47 delegating the general manager or his/her designee the authority to reject, accept and settle liability claims valued up to \$50,000. The motion carried unanimously.

Motion: McMillan

Second: Verbeke

Safety/Risk Administrator Susen Doubrava answered all questions. There were no public comments. Director Gracyk verified that General Counsel Elizabeth W. Hull had reviewed the proposed policy change. Ms. Hull and General Manager Carlos V. Lugo also reported any claims that are filed against the district will continue to be brought to the board's attention. Vice President Hedberg requested the board receive a quarterly claims report.

INFORMATION

14. The board received the medical plan renewals report, effective January 1, 2018. Human Resources Manager Susan S. Fox answered all questions. There were no public comments. Director McMillan verified open enrollment begins in October and ends in November with plan renewals effective January 1, 2018. Director Gracyk clarified that the premium increases are paid by the district.

DISCUSSION

15. President Scalzitti had nothing additional to report.

Board Secretary Sandra L. Janzen reported the district received a letter from LB Civil Construction Inc. complimenting Utility Crew Supervisor Slade L. Livermore for his skills, efficiency and experience as he served as the district's liaison on the La Mesa median project. Additionally, gratitude was expressed to all members of the district's construction section.

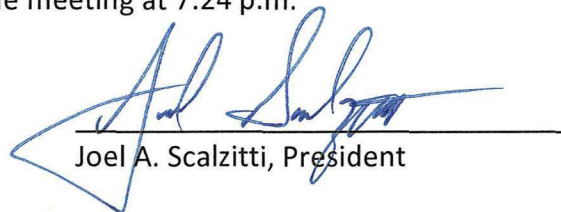
16. Directors Scalzitti, McMillan, Verbeke and Gracyk provided written reports. Director McMillan also reported attending the WaterReuse San Diego Chapter meeting on September 6, 2017, at the Encina Water Pollution Control Facility in Carlsbad. Director McMillan referenced the two proposed tunnels to move water from Northern California to Southern California. General Manager Carlos V. Lugo suggested the topic be placed on a future agenda. Director Verbeke reported the Water Conservation Garden Joint Powers Authority will review the Governance Committee recommendations on September 11, 2017, at 10 a.m. Director Gracyk suggested staff look into two cap-and-trade funded grant programs, reporting information is available through the California Special Districts Association. General Counsel Elizabeth W. Hull suggested this item be placed on a future agenda for discussion.

Vice President Hedberg provided the San Diego County Water Authority report and requested that the Water Storage Contingency Plan be placed on the district's website. Discussion ensued regarding the Carlsbad Desalination Plant.

17. General Manager Carlos V. Lugo detailed upcoming agenda items for the September 13, 2017 Finance and Administration Committee meeting; the September 20, 2017 regular board meeting and the September 27, 2017 Committee of the Board meeting. General Manager Lugo also referred to Senate Bill 623 and the Little Hoover Commission report regarding local government.
18. General Counsel Elizabeth W. Hull had nothing further to report.

ADJOURNMENT

19. President Scalzitti adjourned the meeting at 7:24 p.m.


Joel A. Scalzitti, President

ATTEST:


Sandra L. Janzen, Board Secretary