



Setting Standards of Excellence in Public Service

MINUTES
SPECIAL MEETING OF THE BOARD OF DIRECTORS
Wednesday, January 16, 2019 – 5 p.m.
7811 University Avenue, La Mesa, CA 91942-0427

1. President McMillan called the special board meeting to order at 5 p.m. The roll call showed a quorum of the board present: Directors McMillan, Gracyk, Verbeke, Scalzitti and Hedberg.

Staff present: Lugo, Olney, Bryant, Tomasulo, Miller, Janzen, Schipper, Ross, Pearce, Doubrava, Pope, Lyford, Garuba, Uhrhammer and Annett. General Counsel Elizabeth W. Hull and Alison D. Alpert were also present.

Others present: Water Resources Consulting Principal Ken Weinberg and Customer Gordon Place were present.

2. Director Verbeke provided 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 to approve the agenda carried unanimously.

Motion: Verbeke

Second: Gracyk

4. President McMillan provided opportunity for members of the public to address the board on any item under the subject matter jurisdiction of the district. Secretary of the Board Sandra L. Janzen read a comment for the minutes at the request of Customer John L. Wood stating that the January 2, 2019, board meeting was conducted in a chaotic manner that was difficult to follow/understand. President McMillan also recognized Customer Gordon Place. Mr. Place requested the board consider health care benefit changes and basing salary increases on performance. General Manager Carlos V. Lugo reported a compensation study in underway with public workshops to be scheduled for review of the finalized report.

PRESENTATION

5. The board received an update regarding the East County Advanced Water Purification Program from Water Resources Consulting Principal Ken Weinberg with Helix Water District's Director of Water Quality/System Operations Brian M. Olney and General Manager Carlos V. Lugo addressing questions regarding water supply reliability, potential cost allocation to set pricing, project risk allocations and potential next steps. Each director thanked Mr. Weinberg for his presentation. Vice President Gracyk and Director Hedberg highlighted the need for community outreach and education.

DISCUSSION

6. President McMillan reported attending the Newly Elected Leaders Orientation on January 10 and 11, 2019, at Point Loma Nazarene University, the Council of Water Utilities meeting on January 15, 2019 and the East County Economic Development Council on January 16, 2019.
 - a) President McMillan opened board discussion regarding dates and times for a new Helix Water District Parks, Land, Lakes and Garden standing committee to take place on the first Tuesday of each month at 9 a.m. at Lake Jennings. Secretary of the Board Sandra L. Janzen reported a resolution to set the meeting will be placed on the February 6, 2019, regular board meeting agenda for adoption followed by advertisement in a local newspaper. There were no public comments.
 - b) President McMillan opened discussion regarding the board's per diem compensation and reviewed procedures for adoption of an ordinance. Discussion ensued. Directors McMillan, Scalzitti and Hedberg directed staff to set a public hearing for February 6, 2019, at 5 p.m. to consider adopting an ordinance setting per diem compensation at \$225 per day of service. Directors Verbeke and Gracyk reported they are not in support of a per diem compensation increase due to the servant nature of their responsibilities to their constituents. President McMillan recognized Customer Gordon Place. Mr. Place urged the board to take more time to consider the increase as he would like to meet with his neighbors regarding this agenda item. Mr. Place suggested hourly compensation. Directors McMillan, Scalzitti and Hedberg detailed the number of hours they work in preparation for meetings, training and addressing the concerns of their constituents.
 - c) Secretary of the Board Sandra L. Janzen reported the district received a customer compliment regarding the professional customer service received from Valve Maintenance Technicians Michael T. Pepin and Roberto A. Mineo.

7. President McMillan, Vice President Gracyk, Directors Verbeke and Scalzitti provided written reports. In addition, Vice President Gracyk reported attending the Engineering and Operations Committee meeting on February 9, 2019, at 4 p.m. and detailed the administration office window tinting project, landscape design, internship program and requested the district work with customers affected by the government shutdown. Director Verbeke detailed upcoming events at the Water Conservation Garden and reported she will be attending the Friends of the Garden board meeting; Association of California Water Agencies Strategic Planning Workshop on January 24, 2019 and the Water Conservation Garden Joint Powers Authority meeting on January 31, 2019.

President McMillan and Director Scalzitti reported attending the Council of Water Utilities meeting on January 15, 2019, regarding water budgets and advanced metering infrastructure. Director Hedberg reported attending the Metropolitan Water District of Southern California January 8, 2019, board meeting and stated the new president was well received by the board and community leaders. Director Hedberg also reported she will attend the January 17, 2019, Women in Water event at Cuyamaca College.

CONSENT AGENDA

8. The motion to approve the consent agenda carried unanimously. There were no public comments.

Motion: Scalzitti
Second: Verbeke

- a) Memorandum dated January 16, 2019, from the Secretary of the Board Sandra L. Janzen submitting expense and per diem claims was approved.
- b) The board approved the following sets of minutes:
 - i. January 2, 2019, special closed session meeting
 - ii. January 2, 2019, regular board meeting
- c) The following operating account checks submitted for ratification were approved:
 - i. List dated January 2, 2019
 - ii. List dated January 9, 2019
- d) The board adopted the following resolutions:
 - i. Resolution 19-02 declaring construction complete and authorize filing a notice of completion for Public Storage project RMB18034

- ii. Resolution 19-04 approving a minor modification to group life insurance benefits and amending the district's 2019 policies and procedures manual, Section 8.1-7(F)(1), Group Life Insurance, accordingly

- e) The board approved the following attendance considerations:
 - i. Women in Water 2019
January 17, 2019, 8 a.m. - 4:30 p.m.
Cuyamaca College, El Cajon

 - ii. CalDesal Annual Conference
February 6-8, 2019
DoubleTree Golf Resort Palm Springs, Cathedral City

ACTION ITEMS

9. The board authorized General Manager Carlos V. Lugo to execute an agreement for professional engineering services between Helix Water District and Psomas for the design of the R.M. Levy Water Treatment Plant sewer improvements CIP19028, in the amount of \$87,000 and appropriated funds in the amount of \$140,000 from schedule 64, item 28 of the fiscal year 2018-19 capital budget. There were no public comments. The motion carried unanimously.

Motion: Verbeke
Second: Scalzitti

Engineering Manager Milica K. Schipper provided a PowerPoint slide with an overview of the existing sewer alignment and answered all questions regarding flow, function and design.

10. The board authorized staff to call for bids and set February 26, 2019, at 10 a.m. as the date and time of the bid opening for the small valve replacement project CIP19115; determined the project is exempt under the California Environmental Quality Act and approved the project. There were no public or board comments. The motion carried unanimously.

Motion: Gracyk
Second: Verbeke

11. The board adopted Resolution 19-03 declaring construction complete and authorized filing a notice of completion for pipeline project CIP19007. There were no public or board comments. The motion carried unanimously.

Motion: Scalzitti
Second: Verbeke

REPORTS

12. There were no public or board comments regarding the month of December 2018 and quarterly reports.
 - a) Treasurer
 - b) Budget Summary
 - c) Lake Jennings Financials
 - d) Claims
 - e) Rainfall, Use and Storage
 - f) System Demand
 - g) Monthly Demand
 - h) Conservation Status
 - i) State Water Resources Control Board

DISCUSSION

13. General Manager Carlos V. Lugo detailed upcoming agenda items for the meetings scheduled on January 23, February 6, 13 and 20, 2019. Mr. Lugo reported that the February 27, 2019, Committee of the Board meeting will be cancelled due to the lack of a quorum and reminded the board of the Joint Ad Hoc Committee meeting at the treatment plant on January 31, 2019, at 10 a.m. Mr. Lugo reminded the board of the PowerPoint presentations from the San Diego County Water Authority Managers Meeting and the email regarding correspondence from SDCWA Assistant General Manager Dan Denham to U.S. Bureau of Reclamation Commissioner Brenda Burman and Metropolitan Water District of Southern California General Manager Jeff Kightlinger's response. Mr. Lugo also reported the internship program and landscape design referred to by Vice President Gracyk will be brought to the full board at a later date. There were no public comments.
14. General Counsel Elizabeth W. Hull provided a handout entitled New Year, New Laws Impacting Public Agencies in California – Part I. There were no public comments.

ADJOURNMENT

15. President McMillan adjourned open session at 7:34 p.m. for a brief break. President McMillan reconvened in closed session at 7:40 p.m.

CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code Section 54957.6

Agency Designated Representatives:

General Manager Carlos V. Lugo

Director of Administrative Services Jennifer C. Bryant

Human Resources Manager Anne D. Solano

Employee Organizations:

Helix Water District Employees' Association

Helix Water District Middle Management Employees' Association

Unrepresented Employees

B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

Property: Real Estate Related to Conveyance System, Capacity Rights and Operation of the Proposed East County Advanced Water Purification Program

Agency Negotiator: Helix Water District

Negotiating Parties: Padre Dam Municipal Water District


Under Negotiation: Price and Terms for Proposed Conveyance of Property

RECONVENE

16. President McMillan adjourned closed session at 8:47 p.m. and reconvened open session. There was no reportable action. Closed Session Item B was continued to January 23, 2019, at 3:30 p.m.

ADJOURNMENT

17. President McMillan adjourned the meeting at 8:48 p.m.



Daniel H. McMillan, President

ATTEST:



Sandra L. Janzen, Secretary of the Board