



OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

(805) 646-5548 • FAX (805) 640-0842

www.ojaisan.org

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that the Ojai Valley Sanitary District Board of Directors will hold a regular meeting at 6:00 p.m. on Monday July 22, 2013 at the District Office located at 1072 Tico Road, Ojai California.

If you require special accommodations for attendance at or participation in this meeting, please notify our office 24 hours in advance at (805) 646-5549. (Govt. Code Section 54954.1 and 54954.2(a)).

The Ojai Valley Sanitary District Board of Directors encourages all interested parties to speak on any issue or subject matter subject to the District's jurisdiction. It is the desire of the Board that its business be conducted in an orderly and efficient manner.

PUBLIC INPUT:

All comments from the public are to be addressed to the Board of Directors, not to District Staff, Consultants or District Legal Counsel.

Items Not On The Agenda:

All speakers are requested to fill out a **Speaker Card (Green)** and submit it to the Clerk of the Board. All speakers are requested to present their information to the Board as concisely as possible with a three (3) minute time limit. This time limit may be modified by the Board Chairperson if necessary. If a member of the **public does not wish to speak** but wishes the Board to have benefit of their position on an issue, **they can present a Comment Card (Peach)** which will be acknowledged by the Chairperson. No response will be given or action taken unless an emergency exists as defined in subdivision (b) of the Government Code 54954.2. Items requiring action will be referred to staff or placed on a subsequent agenda.

Items On The Agenda:

All speakers are requested to fill out a **Speaker's Card (Green)** and submit it to the Clerk of the Board before the item is taken up for consideration. All speakers are requested to present their information to the Board as concisely as possible with a three (3) minute time limit. Allowing an individual to speak more than three minutes is at the discretion of the Chairperson of the Board. Speakers are encouraged to refrain from restating previous testimony. If a member of the **public does not wish to speak** but wishes the Board to have benefit of their position on an issue, they can present a **Comment Card (Peach)** which will be acknowledged by the Chairperson.

AGENDA

The agenda is posted at the District Office no later than 5 p.m. on the Friday preceding the Board meeting, and contains all items on which Board action will be allowed pursuant to Government Code Section 54954.2. Action will be taken on unanticipated items only when an emergency (as defined in Section 54956.5) exists or as otherwise allowed under Section 54954.2(b). All Board meetings are recorded in their entirety (excluding authorized closed sessions).

The business to be transacted is as follows:

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Additions or amendments to the Agenda**
5. **Public Concerns** (items not on the agenda - three minute limit).

This is an opportunity for members of the public to speak on items not on the agenda.

6. **Board Concerns** (Items not on the agenda - three-minute limit)

PUBLIC HEARINGS:

None

CONSENT ITEMS: - All consent items are considered in a single motion and voted on without discussion. Any item removed from the consent list at the request of a Board member or the public will be considered immediately following approval of the remaining consent items.

7. **Approval of Minutes** - Special Meeting June 17, 2013 (a recording of each meeting is retained at the District Office for a minimum of 4 years)
8. **Deferred Payment of Capacity Charges Agreement & Cease violation Agreement**
 - a. Approve the Agreement To Cease Violation as listed below:
 - 033-0-250-575 Todd & Deanna Lambert
 - b. Approve the Agreements Affecting Real Property as listed below:
 - 017-0-324-095 Justus Family Trust
 - 024-0-131-015 Paul S. Wollam Trust
 - c. Authorize the Chairman to sign the approved Agreements; and
 - d. Direct staff to record the Agreements with the County of Ventura Recorder's Office.

9. Approval of Checks

Approve the checks for payment as submitted.

ACTION ITEMS:

10. Ventura River Watershed Biodigester Feasibility Study

- a. Accept Staff report and provide any additional comments for response to the report; and
- b. Direct staff as the Board deems appropriate.

11. Final Clarifier Structural Coating/Baffle Repairs – Treatment Plant – Budget Adjustment No. 2014-04

- a. Accept Ventura Regional Sanitation District's proposals to perform the cleaning & coating of the steel and concrete surfaces and replace the fiberglass panels in Final Clarifier No. 1 at the Treatment Plant under the terms of Contract No. 2011-07, Between the Ojai Valley Sanitary District and Ventura Regional Sanitation District, on a time and materials basis not to exceed \$54,191; and
- b. Adopt Budget Adjustment No. 2014-04 transferring \$54,191 from the Treatment Plant Replacement Reserve into the Major Expenditures-T/P account to cover the cost of the repairs to the Final Clarifier No. 1.

12. Contract No. 2013-05 – Manhole H-21-54 Replacement – Blois Construction – Budget Adjustment No. 2014-02

- a. Authorize the Chairman to sign Contract No. 2013-05, Agreement For Technical Services Between the Ojai Valley Sanitary District and Blois Construction, Inc., for a lump sum amount not to exceed \$71,572; and
- b. Adopt Budget Adjustment No. 2014-03 transferring \$71,572 from the Collection System Replacement Reserve into the Major Expenditures-Collection System account to cover the cost of this replacement.

13. Santa Ana Lift Station Force Main Replacement Project Pre-Purchase of Pipe – Budget Adjustment No. 2014-01

- a. Authorize staff to purchase 1,620 850 Linear Feet of 14-inch DR 17 HDPE pipe from ISCO Industries from San Bernardino, California in an amount not to exceed \$27,902; and
- b. Adopt Budget Adjustment No. 2014-01 providing funding for the purchase of the pipe.

14. **Collection System Jetter/Vacuum Truck Replacement – Budget Adjustment No. 2014-02**
 - a. Approve purchase of a 2014 Freightliner Gap Vax MC1510 Combination Machine Jetter/Vacuum Truck from Plumbers Depot Inc., for a cost not to exceed \$338,256 including tax and freight; and
 - b. Adopt Budget Adjustment No. 2014-02 authorizing the transfer of funds from the Equipment Reserve to the Major Expenditure-Collection System account to provide funding for this purchase.

15. **Cost of Living Salary Adjustment – Resolution No. 2013-07**
 - a. Approve a 2.2 percent cost-of-living adjustment of salary ranges for all District employees, excluding the General Manager;
 - b. Adopt Resolution No. 2013-07, Adoption of the Ojai Valley Sanitary District Salary reflecting the 2.2 percent cost-of-living increase, Effective July 7, 2013.

16. **Employees’ Cafeteria Health Insurance Plan – Premium Increases**

Approve increasing the monthly, per employee Cafeteria Health Insurance Plan to \$1,558 effective December 1, 2013 to cover premiums for January 2014.

17. **General Manager Compensation**
 - a. Accept the information presented regarding the current compensation level for the position of OVSD General Manager; and
 - b. Direct staff as the Board deems appropriate.

18. **California Special Districts Association – Board Elections**
 - a. Authorize the District’s vote to be cast for Kathy Tiegs, the only candidate, to fill Region 5’s Seat B on the CSDA Board of Directors; and
 - b. Direct staff to cast the ballot for the selected candidate and to return the ballot to the CSDA office prior to the deadline of August 2, 2013.

INFORMATION ITEMS – FOR RECEIPT & FILE

19. **Monthly Financial Reports**
20. **Investment Report – Quarterly**
21. **Staff Reports - Operations, Administration and Management of the District**

22. [Committee Reports](#)
23. [Reports On Meetings, Seminars, or Conferences Attended](#)
24. [Items of Interest/Correspondence/Articles](#)
25. Discussion (items not on the agenda - three-minute limit)
 - a. Public - (Public is requested to present completed speaker's card to Clerk of the Board)
 - b. Board Members
 - c. General Manager
26. [Adjournment](#)

A staff report providing more detailed information is available for most agenda items, and may be reviewed in the District office during regular business hours (Monday through Friday from 8 a.m. to 5 p.m.). Copies of individual reports may be requested from the Clerk of the Board (646-5548).

ATTEST TO POSTING:



Brenda Krout – Clerk of the Board

July 17, 2013 @ 11:30 a.m. .
Date & Time Posted At District Office