



OJAI VALLEY SANITARY DISTRICT
A Public Agency

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**MINUTES OF THE
BOARD OF DIRECTORS'
ORDINANCE/PUBLIC RELATIONS/NEWSLETTER
COMMITTEE**

The Ordinance/Public Relations/Newsletter Committee held a meeting at the District Office, 1072 Tico Road on February 26, 2015 beginning at 11:00 a.m.

COMMITTEE MEMBERS PRESENT: John R. Curtis
Russ Baggerly
William C. Murphy, Chairman

COMMITTEE MEMBERS ABSENT: None

STAFF PRESENT: Jeff Palmer, General Manager
Brenda Krout, Administrative Officer
Ron Sheets, Operations Superintendent

OTHERS PRESENT: Robert Krimmer, District Legal Counsel
Robert Kwong, District Legal Counsel

1. **Select Chairman For The Committee**

Director Murphy was selected to serve as Committee Chairman.

2. **Public Comment - (Items not on the agenda - 3 minute limit)**

None

3. **District Code Revisions**

Mr. Palmer presented a brief summary of the issues before the Committee which included proposed changes to the District's existing Code of Regulations, revised Pretreatment Program Ordinance and development of a Private Sewer Lateral Ordinance.

The proposed Pretreatment Program document was addressed first. Mr. Palmer explained that the District is legally required by Environmental Protection Agency (EPA) and the Regional Water Quality Control Board (RWQCB) to have a pretreatment program in order to govern who and what is discharged into the District's sewer system.

The Pretreatment Program covers industrial and some commercial dischargers, including requiring restaurants to have grease traps. The Pretreatment Program is a legal document drafted primarily by the District's legal counsel. The completed document was submitted to the RWQCB for approval; communication was received yesterday from the RWQCB requesting minor corrections in the document; once these corrections are completed the corrected document will be resubmitted to the RWQCB for approval. Once the RWQCB approves the document it will be ready for the District's Board to adopt.

The Committee reviewed the Pretreatment document noting several typographical errors. The Committee unanimously supported submitting a recommendation to the Board to adopt the Pretreatment Program document, with the noted corrections, after the document has been approved by the RWQCB.

The proposed changes to the existing District Code of Regulations were addressed. Mr. Palmer explained that the majority of the proposed changes are for the purpose of creating consistency throughout the Code and adding two new use categories: mixed use and special use. The proposed changes affect Chapters 1, 3, 5, 6, 9 & 10 of the Code.

The Committee reviewed each proposed change; corrections and minor modifications were noted. The Committee unanimously supported submitting a recommendation to the Board to adopt the proposed changes (including the corrections and minor modifications noted) to Chapters 1, 3, 5, 6, 9 & 10 of the District Code of Regulations.

Mr. Palmer presented an overview of the need to develop a Private Sewer Lateral Ordinance to encourage repair and replacement of damaged laterals; damaged laterals allow inflow & infiltration (I&I) into the sewer system. Mr. Palmer explained that I&I in the sewer system creates the potential for spills in the collection system and discharge violations at the treatment plant. Mr. Palmer explained that new discharge limits imposed by State regulatory agencies on the treatment plant make reduction of I&I into the system imperative. Mr. Palmer noted that another benefit to preventing I&I from getting into the sewer system is that the water will stay in the groundwater.

Mr. Palmer reviewed several alternative methods to repairing laterals which require little or no excavation; these methods result in less costly repairs.

Private Sewer Lateral Ordinances from three agencies in the State were reviewed. The Committee discussed key points to potentially be included in a Private Sewer Lateral Ordinance (PSL). These points included: inspections, subsidies, certifications, etc.

Several members of the public were present and expressed their concerns about the financial burden of a PSL on property owners. Mr. Palmer responded to their questions.

The Committee took a short break for lunch; then continued their discussion about developing a PSL.

The Committee reviewed numerous events/actions that could be considered a trigger point to require an inspection of a private sewer lateral. The Committee agreed that the following trigger points should be included in the District's PSL:

- Point of Sale
- Remodel – revision to plumbing and/or valuation above a dollar amount to be determined
- Addition of an additional capacity unit
- Transfer of title
- Change of use – issuance of business license
- Hazard discovered by OVSD
- Spill from lateral

The Committee discussed the enforcement aspects of a PSL Ordinance, certifications and potential subsidies from the District.

It was agreed that staff and District Legal Counsel will develop a draft PSL Ordinance utilizing the input received from the Committee. The draft PSL Ordinance will be brought back to the Committee for review prior to it being presented to the Board.

4. **Discussion**

a. Audience

None

b. Committee Members

Director Baggerly requested a review of the Board Members Compensation Ordinance be on the next Committee agenda.

c. General Manager

None

The Ordinance/Public Relations/Newsletter Committee Meeting adjourned at 2:18 p.m.

Minutes submitted by Brenda Krout, Clerk of the Board.