



OJAI VALLEY SANITARY DISTRICT
A Public Agency

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**MINUTES OF THE
ORDINANCE/PUBLIC RELATIONS/NEWSLETTER
COMMITTEE**

The Ordinance/Public Relations/Newsletter Committee held a meeting at the District Office, 1072 Tico Road on March 18, 2015 beginning at 1:30 p.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

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

None

2. **Private Sewer Lateral Ordinance development**

Mr. Palmer reviewed the issues surrounding the development and implementation of a Private Sewer Lateral Ordinance (PSL). The many challenges that will arise from implementation of the PSL were discussed. Mr. Palmer explained that staff is starting to see a glimpse of these challenges as a result of the collection system crew recently starting to place door hangers in conjunction with the crew's CCTV activities; these door hangers are notifying the property owner of a problem in their private lateral, primarily root intrusion. Staff has started working with the property owners and their plumbers to address these issues.

ITEM 17-1

The need to education the local plumbers about the products and equipment necessary to address the common lateral problems in a cost effective way was discussed. Mr. Palmer reported that staff is planning a plumber orientation in the near future; this orientation will give the plumbers an overview of the upcoming PSL including the District's requirements for CCTV inspections of repaired/replaced laterals.

The Committee discussed compliance certificates to be issued as a part of the PSL implementation; length a certificate would be effective and varying levels of compliance were discussed.

The Committee reviewed numerous events/actions that would be trigger points requiring an inspection of a private sewer lateral.

The Committee unanimously supported scheduling a study session with the full Board to review the issues involved with the development and implementation of the PSL. The first of April was targeted for scheduling a special meeting of the Board to conduct a study session.

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

Staff will continue to work on the implementation components of the PSL which include developing a flow chart to assist property owners in adhering to the PSL, developing a "Frequently Asked Questions" flier for public education and develop the documents and forms needed for the PSL program.

3. Review of Board Member Compensation Ordinance

The Committee discussed the current structure of the Board Member Compensation Ordinance.

The Committee unanimously supported presenting a recommendation to the Board to amend the Board Member Compensation Ordinance to establish the same compensation to Board Members for attending a Board Sub-Committee meeting as a regular/special Board meeting.

4. Discussion

a. Audience

None

b. Committee Members

None

17-2

c. General Manager

None

The Ordinance/Public Relations/Newsletter Committee Meeting adjourned at 3:30 p.m.

Minutes submitted by Brenda Krout, Clerk of the Board.

17-3