



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 August 11, 2015 beginning at 9:00 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

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

Bob Daddi, local resident, addressed the Committee encouraging the District to adopt a private sewer lateral program similar to the one adopted by the City of Ventura which requires a lateral inspection each time a property changes ownership. Mr. Daddi expressed his opinion that this type of program is very beneficial to everyone because it helps stop ground pollution.

2. **Private Sewer Lateral Ordinance Development**

Mr. Palmer reviewed the draft Private Sewer Lateral Ordinance (PSL), and Administrative Guidelines discussing the regulatory reasons prompting the development of this Ordinance. Mr. Palmer explained that excessive Inflow & Infiltration (I&I) into the system through leaking laterals will have a negative effect on the District's ability to comply with the new nutrient TMDL regulations recently imposed by the Regional Water Quality Control Board.

ITEM 19-1

The trigger points established in the PSL requiring a property owner to have their private sewer lateral inspected and repaired if necessary were discussed and reviewed. Construction/remodeling of a property as a trigger point was discussed; the Committee unanimously agreed that any construction/remodeling on a property valued at \$25,000 or more by the permitting agency (City or County) should trigger the requirement for that property to perform an inspection of their lateral. Mr. Palmer explained that District staff will check with the City and County building departments on a monthly basis to identify construction/remodeling projects that fit this criterion.

Another trigger point discussed was the point of sale; an inspection of a property's private sewer lateral being required at the time the property is sold. Each month District staff will obtain a list of property sale closings within the District and notify these property owners of this requirement.

Mr. Palmer presented a draft flow-chart outlining the process staff will follow to issue Compliance Certificates and non-compliance citations.

It was agreed that public outreach to education the public about the upcoming PSL requirements is essential for the success of the policy. Mr. Palmer noted the next steps planned for this outreach effort:

- District newsletter with the single focus on the PSL
- Information postcard mailed to all property owners & realtors
- Information postcard mailed to all local plumbers
- Finalize all PSL related forms
- Finalize the Administrative Guidelines for implementation of the PSL
- Develop FAQ

Director Curtis suggested a workshop for the Board be scheduled to review the implementation process of this Ordinance. The Committee agreed that scheduling such a workshop would be discussed with the Board at the August 24, 2015 meeting.

The Committee unanimously supported moving forward with the Private Sewer Lateral Ordinance as presented, with minor modifications as discussed, and preparing it for presentation to the Board and first reading at the August 24, 2015 meeting.

3. District Newsletter – Discussion of Next Issue

The next issue of the District's newsletter was discussed. Director Baggerly suggested a short history of why sewer systems were developed would be good to include in a future newsletter. Development of sewer systems (which includes the private sewer laterals) eliminated many serious health concerns.

Staff will work on drafting the next issue of the newsletter focusing exclusively on the PSL; the draft will be presented to the Committee for review prior to the issue being mailed in September.

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4. **Discussion**

a. Audience

None

b. Committee Members

None

c. General Manager

None

The Ordinance/Public Relations/Newsletter Committee Meeting adjourned at 11:08 a.m.

Minutes submitted by Brenda Krout, Clerk of the Board.

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