



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 September 28, 2015 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:

7. **Proposed Ordinance No. OVSD-78 – An Ordinance Amending The Ojai Valley Sanitary District Code of Regulations To Provide For the Inspection, Testing, Repair and Replacement of Private Sewer Laterals**
 - a. Conduct the Second reading, by title only, of Ordinance No. OVSD-78, amendment to the District Code; and
 - b. Conduct the public hearing:
 1. Open public hearing.
 2. Receive staff report and recommendations.
 3. Report of written communications by Clerk of the Board.
 4. Public comment.
 5. Close public hearing.
 6. Discussion by Board of Directors.
 - c. Adopt Ordinance No. OVSD-78, with the provisions of the Ordinance taking effect and becoming enforceable on December 1, 2015.
 - d. Adopt Resolution No. 2015-08, A Resolution By The Board of Directors of The Ojai Valley Sanitary District Adopting Private Sewer Lateral Inspection and Testing Program Administrative Guidelines.

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.

8. **Approval of Minutes** – Regular Meeting, August 24, 2015 (a recording of each meeting is retained at the District Office for a minimum of 4 years)
9. **Deferred Payment of Capacity Charges Agreements & Cease Violation Agreements**
 - a. Approve the Agreements To Cease Violation as listed below:
 - 011-0-220-065 Paul & Ashley L. Ramsey
 - 022-0-151-330 Ajaz & Eileen Mary Khan
 - b. Approve the Agreements Affecting Real Property as listed below:
 - 022-0-161-440 William J. & Dawn M. Morris
 - 061-0-123-010 Jose L. & Martha Sanchez
 - 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.
10. **Approval of Checks**

Approve the checks for payment as submitted.

ACTION ITEMS:

11. **WWTP Drying Bed Modifications – Contract Nos. 2015-09 & 2015-12 – Budget Adjustment No. 2016-05**
 - a. Authorized the Chairman to sign Contract No. 2015-09, Between Ojai Valley Sanitary District and J&H Engineering General Contractors, Inc. for the construction of the WWTP Drying Bed Modifications Project between the Ojai Valley Sanitary District and for a total not to exceed \$175,485; and
 - b. Authorize the Chairman to sign Contract No. 2015-12 with Phoenix Civil Engineering for the construction management services for the WWTP Drying Bed Modifications Project in an amount not to exceed \$15,760;
 - c. Adopt Budget Adjustment No. 2016-05 transferring \$191,245 from the Treatment Plant Expansion Reserve to the Major Expenditures-T/P account to cover the cost of this Project.

12. **Rice Road Sewer Realignment Project – Contract Nos. 2015-10 & 2015-14 – Budget Adjustment No. 2016-09**
 - a. Authorized the Chairman to sign Contract No. 2015-10, Between Ojai Valley Sanitary District and J&H Engineering for the construction of the Rice Road Sewer Realignment Project between the Ojai Valley Sanitary District and for a total not to exceed \$102,060; and
 - b. Authorize the Chairman to sign Contract No. 2015-14 with Phoenix Civil Engineering for the construction management services for the Rice Road Sewer Realignment Project in an amount not to exceed \$8,344;
 - c. Adopt Budget Adjustment No. 2016-09 transferring \$110,404 from the Collection System Replacement Reserve to the Major Expenditures-C/S account to cover the cost of this Project.

13. **Purchase of Effluent Chlorination & Dechlorination Analyzers – Budget Adjustment No. 2016-10**
 - a. Authorize the General Manager to purchase the two replacement Chlorination-De-chlorination Analyzers from Southland Water Technologies LLC as quoted for \$10,518 including tax and shipping, and
 - b. Adopt Budget Adjustment No. 2016-10 transferring \$10,518 from Treatment Plant Replacement Reserve into Major Expenditures – Treatment Plant.

14. **Treatment Plant – Purchase of Roof & Skylight Fall Protection – Budget Adjustment No. 2016-11**
 - a. Authorize the General Manager to purchase the Fall Protection Equipment from J.G. Tucker & Sons, Inc as quoted for \$28,392 including tax and shipping, and
 - b. Adopt Budget Adjustment No. 2016-11 transferring \$28,392 from Treatment Plant Expansion Reserve into Major Expenditures–Treatment Plant.

15. **Replacement of Air Conditioning system For Treatment Plant Operations Building – Budget Adjustment No. 2016-12**
 - a. Authorize staff to purchase from West Coast Air Conditioning a Carrier Split System Air Conditioning system for a total price of \$76,050 including tax & shipping & Edison rebates; and
 - b. Approve the quote from APEX General Contractors, Inc. to remove and replace the wall as necessary for installation of the AC unit for a total price of \$4,992, and
 - c. Adopt Budget Adjustment No. 2016-12 transferring \$81,042 from the Treatment Plant Replacement Reserve to provide funding for the purchase and installation of the Carrier Split System Air Conditioning System.

16. **Root Control – Contract No. 2015-13 – Duke’s Sales & Service, Inc.**

Authorize the Chairman to sign Contract No. 2015-13 Agreement For Root Control Services Between Ojai Valley Sanitary and Duke’s Root Control, Inc., in the amount not to exceed \$38,045.52.

17. **SCADA Technology Equipment & Human Machine Interface (HMI) Replacement**

- a. Accept Venco Controls, Inc. proposal to replace the Allen Bradley PLC5 for the Treatment Plant’s UV System in an amount not to exceed \$107,660; and
- b. Accept Venco Controls, Inc. proposal to replace the Treatment Plant’s Human Machine Interfaces (HMI’s) in an amount not to exceed \$20,940.

18. **Replacement of Two Portable Diesel Pumps – Budget Adjustment No. 2016-13**

- a. Authorize the General Manager to purchase the two replacement Diesel Pumps from Rain for Rent Diesel as quoted for \$90,367 including tax; and
- b. Adopt Budget Adjustment No. 2016-13 transferring \$90,367 from the Equipment Reserve into Major Expenditures–Treatment Plant account.

19. **Contract No. 2015-15 – Larry Walker Associates – Semi-Annual Lower Ventura River Receiving Water Quality Data Review – Budget Adjustment No. 2016-14**

- a. Authorize the Chairman to sign Contract No. 2015-15 between the Ojai Valley Sanitary District and Larry Walker Associates to perform Semi-Annual Lower Ventura River Receiving Water Quality Data Review, in an amount not to exceed \$17,200; and
- b. Adopt Budget Adjustment No. 2016-14 transferring \$17,200 from the Treatment Plant Expansion Reserve into the Mgmt/Engrg & Tech Service account to fund this contract.

20. **GASB 45 – Post Employment Health Benefits – Actuarial Requirements**

Authorize the General Manager to sign the Consulting Services Agreement with Total Compensation Systems, Inc. to perform the Ojai Valley Sanitary District’s June 30, 2015 valuation report as required by GASB 45 & 57 and CalPERS to maintain participation in the CERBT program for an amount not to exceed \$2,800.

21. **Closed Session: Public Employee Performance Evaluation Government Code §54957**

Title: General Manager annual evaluation.

22. **General Manager Compensation**

Direct staff as the Board deems appropriate.

INFORMATION ITEMS – FOR RECEIPT & FILE

23. [Monthly Financial Reports](#)
24. [Monthly Investment Report](#)
25. [Staff Reports - Operations, Administration and Management of the District](#)
To
26. [Committee Reports](#)
27. [Reports On Meetings, Seminars, or Conferences Attended](#)
28. [Items of Interest/Correspondence/Articles](#)
29. [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
30. [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

Sept. 22, 2015 @ 12:30 p.m.
Date & Time Posted At District Office