



OJAI VALLEY SANITARY DISTRICT

A Public Agency

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MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS OJAI VALLEY SANITARY DISTRICT

The Regular Meeting of the Ojai Valley Sanitary District Board of Directors was held at the District Office, 1072 Tico Road on February 23, 2015. The meeting was called to order by Chairman Murphy at 6:00 p.m. and roll call taken as follows:

DIRECTORS PRESENT: William M. Stone
Peter M. Kaiser
William C. Murphy
John R. (Jack) Curtis
Russ Baggerly
Stan Greene
John R. (Randy) Burg

DIRECTORS ABSENT: None

STAFF PRESENT: Jeff Palmer, General Manager
Brenda Krout, Clerk of the Board
Ronald E. Sheets, Operations Superintendent

OTHERS PRESENT: Mark Zirbel, District Legal Counsel

3. **Pledge of Allegiance**

Chairman Murphy led the pledge of allegiance.

4. **Additions or amendments to the Agenda**

None

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.

None

ITEM 7-1

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

Director Baggerly requested staff review the dates of the special meetings scheduled for the upcoming budget process. Staff noted the following special meetings of the Board have been scheduled:

- April 30, 2015 @ 6:00 p.m. – Budget Workshop
- May 4, 2015 @ 6:00 p.m. – Final Budget Adoption

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.

ACTION

Upon motion of Director Baggerly, seconded by Director Curtis and passed by unanimous roll call vote Item Nos. 7, 8, 9 & 10 on the consent calendar were approved as submitted.

7. **Approval of Minutes** – Regular Meeting January 26, 2015 (a recording of each meeting is retained at the District Office for a minimum of 4 years)

8. **Deferred Payment of Capacity Charges Agreements & Cease Violation Agreement**

a. Approve the Agreement To Cease Violation as listed below:

- 033-0-210-025 John M. Hurley

b. Approve the Agreements Affecting Real Property as listed below:

- 031-0-094-525 Ojai Oakview Senior Living, LLC
- 018-0-200-340 Cameron K & Kristy A Vantrease
- 032-0-221-295 Oakcrest 9, LLC
- 023-0-141-200 Craig A. Young

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.

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9. **El Toro-Portal-Creek Annexation (OVSD 2015-01) – Resolution No. 2015-01**
- a. Find the El Toro-Portal-Creek Annexation (OVSD 2015-01) to be Categorical Exempt in accordance with CEQA Sections 15303 & 15319 (b) and the District's Administrative Supplement To The State CEQA Guidelines; and
 - b. Direct Staff to file a Notice of Exemption in accordance with CEQA Section 15062; and
 - c. Adopt Resolution No. 2015-01 initiating proceedings for the El Toro-Portal-Creek Annexation (OVSD 2015-01);

10. **Approval of Checks**

Approve the checks for payment as submitted.

ACTION ITEMS:

11. **Contract No. 2015-01 – Design Services 2015 Sewer Main Rehabilitation Project**

The need for mainline sewer rehabilitation projects was discussed.

ACTION

Upon motion of Director Baggerly, seconded by Director Curtis and passed by unanimous roll call vote the Chairman was authorized to sign Contract No. 2015-01, for the Design Engineering of the 2015 Sewer Main Rehabilitation Project between the Ojai Valley Sanitary District and Phoenix Civil Engineering, Inc. for a total not to exceed \$29,875; and Budget Adjustment No. 2015-22 transferring \$28,875 from the Collection System Replacement Reserve fund to the Major Expenditures-C/S account to cover the cost of Contract No. 2015-01 was adopted.

12. **Mid-Year Financial Reports – Budget Adjustment No. 2015-21**

ACTION

Upon motion of Director Baggerly, seconded by Director Kaiser and passed by unanimous roll call vote the proposed adjustments to Fiscal Year 2014-2015 Budget were reviewed; and Budget Adjustment No. 2015-21 transferring funds within the Administration, Collection System and Treatment Plant operational accounts to offset higher than anticipated expenditures in identified accounts and transferring unused funds back into the Equipment Reserve in the amount of \$71,400; transferring funds in the

amount of \$17,275 from the Collection System Replacement Reserve into the Collection System Major Expenditures account for the additional expenses related to the I&I Demo Project & the purchase of pipe for the Rice Road Realignment Project; and transferring funds in the amount of \$109,350 from the Treatment Plant Replacement Reserve into the Treatment Plant Major Expenditures account for the additional expenses incurred in the sludge drying beds re-paving, treatment plant entrance road paving and utility water improvement projects was adopted.

INFORMATION ITEMS – FOR RECEIPT & FILE

13. **Monthly Investment Report**

Received and filed.

14. **Staff Reports - Operations, Administration and Management of the District**

Received and filed.

15. **Committee Reports**

Received and filed.

16. **Reports On Meetings, Seminars, or Conferences Attended**

Received and filed.

17. **Items of Interest/Correspondence/Articles**

Received and filed.

18. **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)

None

- b. Board Members

Directors Baggerly and Curtis had questions about the flow meters; Mr. Palmer responded to their questions explaining how and where the meters were being used.

7-4

c. General Manager

Mr. Palmer updated the Board on various issues including the following:

- Spill occurred last Sunday night from a manhole on County Club; flow was stopped by the fire department before it could reach the creek; the collection crew cleared the blockage and cleaned up the area but was not able to determine what caused the blockage. This was the first spill for the District since December 2013.
- February 19th spoke at a meeting of the local realtors; topics were second units and lateral inspections. Good feedback from the approximately 30 realtors present.
- Meet with the Ventura County Watershed Protection District today; they are trying to develop a plan for how they are going to treat their storm drain flows to meet increased regulations from RWQCB; discussed sending 'first flush' into the sewer system; a lot of details to work out; they don't expect their plan to be operational until 2018.
- In response to Director Greene's question about the progress on regulating disposable wipes sold as 'flushable'; there is some progress; this problem is being address all over the State and nationally.
- Directors' laptop computers are reaching the end of their life; considering replacing them with iPads; iPads are cheaper to purchase & maintain and they provide a more secure environment than laptops.
- Staff is researching a replacement for the water truck; i.e. type of chassis, tank, etc.
- Improvement to the traffic safety for our crews working in the streets is being researched.

19. **Adjournment**

Chairman Murphy adjourned the meeting at 6:35 p.m.



William M. Stone, Assistant Secretary

APPROVED:



William C. Murphy, Chairman