



## OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

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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 November 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  
Russ Baggerly  
John R. (Randy) Burg  
Stan Greene
- DIRECTORS ABSENT:** John R. (Jack) Curtis
- STAFF PRESENT:** Jeff Palmer, General Manager  
Brenda Krout, Clerk of the Board  
Ronald E. Sheets, Operations Superintendent
- OTHERS PRESENT:** Robert Kwong, 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

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

None

**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 Kaiser, seconded by Director Stone and passed by unanimous roll call vote, with Director Burg abstaining from the vote on Item No. 7 due to his absence from the October 26, 2015 meeting), Item Nos. 7, 8, & 9 on the consent calendar were approved as submitted.

7. **Approval of Minutes** – Regular Meeting October 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 Agreements**

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

- 028-0-181-075 Scott K & Sandra J. White
- 033-0-312-075 Rodney T. & Shannon L. Walkup

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

- 021-0-073-130 Jaret M. Owens
- 018-0-080-100 Richard D. & Michaelyn Hodges
- 022-0-120-135 Pablo & Maribel Ornelas
- 031-0-173-080 Frank T. Levine & Kimberly J. Phillips
- 022-0-012-380 Dial Family Trust

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.

9. **Approval of Checks**

Approve the checks for payment as submitted.

10. [WWTP Access Road Modifications – Contract No. 2015-17 – Budget Adjustment No. 2016-18](#)

**ACTION**

Upon motion of Director Kaiser, seconded by Director Burg and passed by unanimous roll call vote the WWTP Access Road Modifications Project was found to be Categorically Exempt in accordance with CEQA Section 15301 and the District's Administrative Supplement to The State CEQA Guidelines; and staff was directed to file a Notice of Exemption in accordance with CEQA Section 15062; and the Chairman was authorized to sign Contract No. 2015-17 with Toro Enterprises for the construction of the WWTP Pavement Access Road Modifications Project in an amount not to exceed \$112,780.10; and Budget Adjustment No. 2016-18 transferring \$112,781 from the Treatment Plant Replacement Reserve to fund the Project, was adopted.

**CHAIRMAN MURPHY ANNOUNCED THAT ITEM NO. 10-a WOULD BE MOVED TO BE ADDRESSED AFTER ITEM NO. 17**

10-a. [Closed Session: Conference With Legal Counsel – Anticipated Litigation - California Government Code §54956.9 \(one potential case\)](#)

**INFORMATION ITEMS – FOR RECEIPT & FILE**

11. [Monthly Financial Reports](#)

Received and filed.

12. [Monthly Investment Report](#)

Received and filed.

3. [Staff Reports - Operations, Administration and Management of the District](#)

Received and filed.

14. [Committee Reports](#)

None

15. [Reports On Meetings, Seminars, or Conferences Attended](#)

None

16. Items of Interest/Correspondence/Articles

Received and filed.

17. 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

None

- c. General Manager

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

- Met with several realtor groups over the past 2 weeks discussing the Private Sewer Lateral Program (PSL) which becomes effective December 1, 2015. Many of the realtors have been disclosing the existence of PSL program even prior to the effective date; this has generated quite a few lateral inspections. 30-40 percent of the laterals inspected to-date have needed some type of repair. Local plumbers are calling to set up lateral inspections, the average price for these inspections, thus far, appears to be \$375.
- Postcards were mailed to residents, plumbers & realtors announcing the PSL program; there were 3 different postcards tailored to each group. More postcards will be sent out in February/March timeframe.
- One issue that has been raised with the recent PSL inspections is shared laterals; in some cases the property owners aren't aware that they share a common lateral with their neighbor.
- Santa Ana Lift Station rehabilitation project is out to bid.
- The recruitment for the vacant Collection System Operator I position is completed and a conditional offer was presented to a candidate today.
- Laurie & the inspectors (Jim & Travis) are in the process of updating the fixture unit count on the Ojai Valley Inn; this has been quite time consuming.
- Duke's root control has completed their contracted root control; the before & after diquat testing was performed.
- A picture of the treatment plant's grinder locked up with trash was shared with the Directors; it was explained that the plug of trash hit both of the plant's grinders at the same time causing problems for both of them – this was more than just a few rags, it was definitely trash that would normally be found in a trash bin. The source of this trash slug was identified as a dumped load from the Casitas Recreation area's chemical toilet pump truck. Mr. Palmer spoke to Casitas management about the problem. This type of problem emphasizes the benefits of installing vertical screens to catch debris prior to it reaching the grinders. Staff may start the process of RFP for installation of these screens.

**BACK TO ITEM NO. 10-a**

10-a. **Closed Session: Conference With Legal Counsel – Anticipated Litigation - California Government Code §54956.9 (one potential case)**

Chairman Murphy announced that the Board would be holding a closed session pursuant to Government Code §5496.9 Anticipated Litigation (one potential case).

Chairman Murphy convened the Board to closed session at 6:45 p.m. The public left the meeting.

Chairman Murphy reconvened the meeting to open session at 7:17 p.m. announcing that no action was taken during the closed session.

18. **Adjournment**

Chairman Murphy adjourned the meeting at 7:18 p.m.

  
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John R. Burg, Secretary

APPROVED:

  
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William C. Murphy, Chairman