



## 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 April 27, 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 9-1

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

Director Kaiser requested that instead of staff providing the Directors with hardcopies of newspaper articles of interest that these articles be scanned and emailed to the Directors.

**PUBLIC HEARINGS:**

7. **Proposed Ordinance No. OVSD-74 – Replacement of Ordinance No. OVSD-73 Setting Board Member Compensation**

Chairman Murphy asked Mrs. Krout to conduct the second reading, by title only, of Ordinance No. OVSD-74 – Replacement of Ordinance No. OVSD-73 Setting Board Member Compensation. Mrs. Krout conducted the second reading.

Chairman Murphy opened the public hearing for proposed Ordinance No. OVSD-74, at 6:03 p.m.

Mrs. Krout, Clerk of the Board, confirmed that no written communications had been received from the public.

Chairman Murphy asked for public comment; there was no public comment received.

Chairman Murphy declared the public hearing closed at 6:04 p.m.

**ACTION**

Upon motion of Director Baggerly, seconded by Director Curtis and passed by a majority 5 to 2 roll call vote, with Directors Stone and Kaiser voting nay, Ordinance No. OVSD-74, Replacement of Ordinance No. OVSD-73 Setting Board Member Compensation was adopted with the effective date of May 7, 2015.

**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 Curtis, seconded by Director Kaiser and passed by unanimous roll call vote (with Director Burg abstaining from the vote on the minutes of the March 23, 2015 meeting and Director Kaiser abstaining from the vote on the minutes of the April 6, 2015 meeting) Item Nos. 8 & 9 on the consent calendar were approved as submitted.

8. **Approval of Minutes** – Regular Meeting March 23, 2015 and Special Meeting April 6, 2015 (a recording of each meeting is retained at the District Office for a minimum of 4 years)

9. **Approval of Checks**

Approve the checks for payment as submitted.

**CHAIRMAN MURPHY ANNOUNCED A CHANGE IN THE ORDER OF THE AGENDA ITEMS; INFORMATION ITEM NO. 15 WAS ADDRESSED PRIOR TO ACTION ITEM NO. 10**

16. **Investment Report – Quarterly**

Mr. Palmer briefly reviewed the summarized version of the quarterly investment report which was included in the agenda packet. Mr. Palmer noted that at their meeting, the Finance Committee recommended continuing on the current course with the District's investments.

Howard Smith, from Morgan Stanley, was in attendance to discuss the quarterly investment report.

Mr. Smith addressed the Board presenting an overview of the District's investment portfolio. Mr. Smith discussed current and projected economic conditions in the State and the Nation. Mr. Smith noted that the District's return on investment continues to be higher than returns experienced on funds deposited in the Local Agency Investment Fund (LAIF).

Mr. Smith responded to questions from the Board.

The Board thanked Mr. Smith for his report. Mr. Smith left the meeting at this time.

**ACTION ITEMS:**

10. **Contract No. 2015-05 – Design Services – WWTP Drying Bed Modifications**

Mr. Palmer explained that this proposed contract is the beginning of the next phase of modifications to the drying beds so they can be utilized for peak flow storage.

**ACTION**

Upon motion of Director Baggerly, seconded by Director Burg and passed by unanimous roll call vote the Chairman was authorized to sign Contract No. 2015-05, between the Ojai Valley Sanitary District and Phoenix Civil Engineering, Inc. to provide design & bid phase services related to the WWTP Drying Bed Modifications Project for a total not to exceed \$21,980 and Budget Adjustment No. 2015-27 transferring \$21,980 from the Treatment Plant Expansion Reserve fund to the Major Expenditures-T/P account to cover the cost of Contract No. 2015-05 was adopted.

11. **Proposed Ordinance No. OVSD-75 Amending The Ojai Valley Sanitary District Code of Regulations**

Mr. Palmer reviewed the proposed ordinance noting that the primary purpose of this ordinance is to amend the District Code of Regulations to improve the clarity of the Code by revising and/or adding various definitions and sections within the Code and the consolidation of the appeal and administrative review procedures to Chapter 9 of the Code.

**ACTION**

Upon motion of Director Baggerly, seconded by Director Kaiser and duly passed amending the Ojai Valley Sanitary District Code of Regulations as presented in Ordinance No. OVSD-75 was considered.

Mrs. Krout conducted the first reading, by title only, of Ordinance No. OVSD-74.

**ACTION**

Upon motion of Director Baggerly, seconded by Director Curtis and duly passed staff was directed to place Ordinance No. OVSD-75 on the May 18, 2015 agenda for the second reading, public hearing, and adoption.

12. **Proposed Ordinance No. OVSD-76 An Ordinance Repealing OVSD Ordinance No. 49 and Amending The Ojai Valley Sanitary Code of Regulations**

Mr. Palmer explained the need to revise the District's pretreatment ordinance to meet the new discharge limits and regulations in the District's new NPDES Permit.

**ACTION**

Upon motion of Director Baggerly, seconded by Director Kaiser and duly passed the proposed Ordinance was found to be exempt from the California Environmental Quality Act (CEQA) and CEQA review is therefore not required.

Mrs. Krout conducted the first reading, by title only, of Ordinance No. OVSD-76.

**ACTION**

Upon motion of Director Baggerly, seconded by Director Kaiser and duly passed staff was directed to place Ordinance No. OVSD-76 on the May 18, 2015 agenda for the second reading, public hearing, and adoption.

13. **Preliminary Budget – Fiscal Years 2015-16 & 2016-17**

Mr. Palmer briefly reviewed the Preliminary Budget for Fiscal Years 2015-16 & 2016-17; noting the proposed 2 percent sewer service rate increase in each of the two years. Mr. Palmer stated that the primary driver of the rate increase is to maintain the

District's pay-as-you-go approach with the capital improvement projects facing the District which are linked to such issues as the Alga TMDL, I&I reduction, etc.

Director Baggerly requested that a timeline of the TMDL process and the Capital Improvement Plan, including the proposed funding mechanisms, be presented to the Finance Committee sometime over the next few months.

Director Baggerly requested staff include evidence of compliance with Propositions 218 & 26 during the budget overview to be presented at the Special Meeting Budget Workshop on April 30, 2015.

George Galgas, Oak View resident, addressed the Board stating that the District's discharge from its treatment plant belongs to the City of Ventura. Mr. Galgas also commented that promoting grey water use would reduce the volume of water flowing into the treatment plant.

### **ACTION**

Upon motion of Director Baggerly, seconded by Director Curtis and passed by unanimous roll call vote the Preliminary Budget for Fiscal Years 2015-16 & 2016-17 was accepted as presented by staff; and a detailed review and discussion of the Preliminary Fiscal Years 2015-16 & 2016-17 Budget was directed to be conducted at the Special Meeting Budget Workshop scheduled for Monday April 30, 2015 at 6:00 p.m.

### **INFORMATION ITEMS – FOR RECEIPT & FILE**

14. **Monthly Financial Reports**  
Received and filed.
15. **Quarterly Investment Report**  
Addressed earlier on the agenda.
16. **Staff Reports - Operations, Administration and Management of the District**  
Received and filed.
17. **Committee Reports**  
Received and filed.
18. **Reports On Meetings, Seminars, or Conferences Attended**  
Received and filed.
19. **Items of Interest/Correspondence/Articles**  
Received and filed.

20. **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:

- Composting at the treatment plant is in full swing; currently there are 3 windrows
- 20,450 linear ft. of the District's mainline in the Ojai area has been identified for a lining project for the coming fiscal year; these line segments are in high groundwater areas; the collection system crew is CCTVing these lines in order to have as much information as possible to include in the bidding information which should have a positive effect on the bid results.
- The District's F550 Ford truck, utilized by the collection system crew, was recently rehabilitated instead of replacing it as scheduled; the truck has 30,000 miles on it; the rehabilitation cost approximately \$5,000.

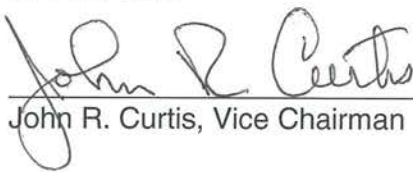
21. **Adjournment**

Chairman Murphy adjourned the meeting at 7:05 p.m.



William M. Stone, Assistant Secretary

APPROVED:



John R. Curtis, Vice Chairman