

OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023
(805) 646-5548 • FAX (805) 640-0842
www.ojaisan.org

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

The Special Meeting of the Ojai Valley Sanitary District Board of Directors was held at the District Office, 1072 Tico Road on October 26, 2020. The meeting was called to order by Chairman Burg at 6:00 p.m. roll call taken as follows:

DIRECTORS PRESENT: Stephen L. Quilici
William M. Stone
Peter M. Kaiser
John R. (Randy) Burg
William Ulrich
Russ Baggerly
John R. (Jack) Curtis

DIRECTORS ABSENT: None

STAFF PRESENT: Jeff Palmer, General Manager
Alison Young, Clerk of The Board
Richard Nack, Operations Manager

OTHERS PRESENT: Robert N. Kwong, District Legal Counsel

3. **Pledge of Allegiance**

Pledge of allegiance conducted.

4. **Additions or amendments to the Agenda (Special Meeting None Permitted)**

None

5. **Public Concerns** (items not on the agenda - three-minute limit).

No Public Concerns

6. **Public Hearing to Approve and Adopt Proposed Resolution of Necessity of the Ojai Valley Sanitary District to Exercise the Power of Eminent Domain to Acquire Real Property**

Robert N. Kwong, District Legal Counsel read the Resolution of Necessity of the Ojai Valley Sanitary District to Exercise the Power of Eminent Domain to Acquire Real Property

Chairman Burg Opened the Public Hearing at 6:15pm

Mr. Palmer Provided Staff report and recommendations

Mrs. Young, Clerk of the Board confirmed that a written request was received from Shull “Buz” Bonsall to appear at the Public Hearing

Mr. Bonsall addressed the board with easement concerns that would prevent his access to adjacent properties. Board responded stating that OVSD wishes to preserve Mr. Bonsall’s ability to access his adjacent properties. Mr. Bonsall further clarified that he was still willing to accept the previous OVSD offer to purchase subject property for the board approved \$60,000 purchase price.

Chairman Burg closed the public hearing at 7:21pm

Discussion and Deliberation by Board of Directors occurred, and the following action was taken:

ACTION

Upon motion by Director Baggerly, and seconded by Director Quilici and passed by a 5-1 vote, with Director Stone abstaining, the board

Found that the Resolution of Necessity of the Ojai Valley Sanitary District to Exercise the Power of Eminent Domain to Acquire Real Property is a project that is categorically exempt from the CEQA environmental review in accordance with CEQA Guidelines Sections 15301, 15304, and 15311, the Common Sense Exemption provided in CEQA Guidelines Section 15061(b)(3), and Sections 4.1.2.6 and 4.1.2.7 of the District’s Administrative Supplement to the State CEQA Guidelines.

Directed District staff to file a Notice of Exemption in accordance with CEQA Guidelines Section 15062 and Section 4.1.3 of the District’s Administrative Supplement to the State CEQA Guidelines.

Approved and Adopted the Resolution of Necessity, with the proposed resolution taking effect and becoming enforceable immediately upon District Board approval and adoption.

Upon motion by Director Baggerly, and seconded by Director Quilici and passed by a 6-0, with Director Stone abstaining, the board approved and directed staff to withhold filing required documentation to proceed with the

courts for 30 days to allow for the negotiation of the Purchase and Sale Agreement and Access Easement to be accepted by Mr. Bonsall

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 Quilici, seconded by Director Kaiser and passed by unanimous roll call vote Item Nos. 7, 8 on the consent calendar were approved as submitted, Item No. 9 was approved by 6 Directors, with Director Stone abstaining from the vote to approve the minutes from the September 15, 2020 Special Meeting.

7. **Approval of Minutes** – Regular Meeting September 28, 2020 and Special Meeting September 15, 2020 (a recording of each meeting is retained at the District Office for a minimum of 4 years)
8. **Deferred Payment of Capacity Charges Agreement**
 - a. Approve the Agreement Affecting Real Property as listed below:

028-0-181-135 David J. Meisch and Laura A. Meisch Revocable Family
2003 Trust
 - b. Authorize the Chairman to sign the approved Agreement; and
 - c. Direct staff to record the Agreement with the County of Ventura Recorder's Office.
9. **Review of Disbursements/Checks For The Period of September 18, 2020 to October 20, 2020**

Review, receive and file the disbursements/checks as presented.

ACTION ITEMS:

10. **Aerobic Digester Emergency Overflow Storage Project- Contract No. 2020-11 and Budget Adjustment No. 2021-09**

ACTION

Mr. Palmer explained scope of the project to members of the board. Director Quilici requested clarification if the long-term plan was to replace both tanks, in

which Mr. Palmer stated that is the long-term plan. Director Stone expressed concern with difference between the 2 bids submitted. Mr. Palmer explained that this does happen frequently, and each bidder is provided the same specs and thorough scope of work from which to bid.

Upon motion of Director Stone, seconded by Director Quilici and passed by unanimous roll call vote Finding the Aerobic Digester Emergency Overflow Storage Project to be Categorically Exempt in accordance with CEQA Section 15301 (b) and the District's Administrative Supplement to The State CEQA Guidelines; and Directing staff to file a Notice of Exemption in accordance with CEQA Section 15062; and Approving and authorizing the Chairman to sign Contract No. 2020-11, for Construction of the Aerobic Digester Emergency Overflow Storage Project between the Ojai Valley Sanitary District and Frank's Underground Utilities, Inc. in an amount not to exceed \$18,863.00; and Authorizing staff to purchase the pump and pump components as quoted for \$10,408. including tax and delivery from Xylem; and Authorizing staff to purchase the miscellaneous piping components for \$5,400 including tax and delivery; and Authorizing staff to call out a manned stinger crane from T&T Truck & Crane Service for \$280 per hour; and Adopting Budget Adjustment No. 2021-09 Transferring \$36,911 from the Treatment Plant Replacement Reserve to the Major Expenditures- TP to cover the cost of this project.

11. [Adopt Budget Adjustment No. 2021-08 – Ultraviolet Disinfection \(UV\) System Replacement Lamps & Sleeves](#)

ACTION

Mr. Palmer explained that this was a maintenance type purchase, already made, seeking approval to move funds as requested for accurate accounting purposes.

Upon motion of Director Baggerly, seconded by Director Curtis and passed by unanimous roll call vote Adopting Budget Adjustment No. 2021-08 transferring \$20,078 from the Treatment Plant Replacement Reserve into Major Expenditures-TP to provide funding for the purchase of replacement UV Lamps, Sleeves, & O-rings.

12. [Replacement of Information Technology Equipment – 4 Servers & 6 Desktops – cost \\$68,532.76](#)

ACTION

Mr. Palmer explained to the board the location and general function of these technology items, further explaining these items were already in the approved

2020/21 budget for replacement. Items being replaced are being replaced well under the estimated replacement budgeted amount.

Upon motion of Director Baggerly, seconded by Director Curtis and passed by unanimous roll call vote Approving and authorizing the General Manager to accept Dell's proposal for the purchase of the above identified items at a total price of \$68,532.76

13. [November & December Board Meetings – Consider Rescheduling](#)

ACTION

After consideration the Board determined there is no need to re-schedule the November & December 2020 regularly scheduled Board meetings.

14. [TMDL Study Session – Presentation](#)

ACTION

Board received staff's report and presentation on the Facilities Plan recommendations to meet the new TMDL discharge limits and no action was taken

15. [General Manager Compensation Continued from September 28, 2020](#)

This item was moved to be addressed after agenda item no. 22

INFORMATION ITEMS – FOR RECEIPT & FILE

16. [Monthly Financial Reports](#)

Received and filed.

17. [Monthly Investment Report](#)

Received and filed.

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

Received and filed.

19. [Committee Reports](#)

None

20. **Reports on Meetings, Seminars, or Conferences Attended**

None

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

Received and filed

22. **Board Member & General Manager Comment**

a. Board Member Comments

Director Quilici complimented staff on the quality of the financial and operational reports provided in the board packet and the quality of the TMDL Presentation.

b. General Manager Comments

Mr. Palmer updated the Board on the influx of septic to sewer conversion inquiries we have been receiving. He believes the County may be requiring homeowners to seek alternatives to and possible conversion from septic to sewer when seeking permits for 2nd units. Mr. palmer advised the Board that OVSD will be working on a CUP extension pertaining to the WWTP. The Collection System crew will be preparing for winter by sealing manholes. Staff will be finalizing the template for legal counsel review, based on the directors' template feedback and will possibly be coordinating a special meeting in the next couple of weeks.

BACK TO ITEM NO. 15

15. **General Manager Compensation Continued from September 28, 2020**

ACTION

Due to technical difficulties, no discussion occurred, and no action was taken on this item. This item will be presented to the board at the next meeting for further discussion.

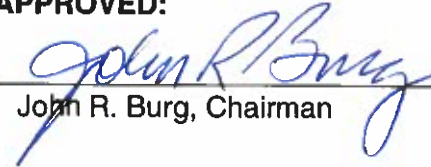
23. **Adjournment**

Chairman Burg adjourned the meeting at 9:02 p.m.



William Ulrich, Secretary

APPROVED:



John R. Burg, Chairman