



OJAI VALLEY SANITARY DISTRICT

A Public Agency

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MINUTES OF SPECIAL 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 March 9, 2020. The meeting was called to order by Chairman Burg at 5:30 p.m. roll call taken as follows:

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

DIRECTORS ABSENT: None

STAFF PRESENT: Jeff Palmer, General Manager
Brenda Krout, Clerk of The Board
Karl Gamsby, Treatment Plant Operator III
Kelli Russell, Engineering Technician

OTHERS PRESENT: Victoria Rightmire, from SAVE Program

3. **Pledge of Allegiance**

Chairman Burg led the pledge of allegiance.

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

None

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

None

6. **AB 1661 Compliance – Sexual Harassment Prevention Training**

Victoria Rightmire from SAVE, the District's Employee Assistance Program, briefly explained the services that SAVE offers to assist employees personally and professionally; these services include emotional, financial and legal counseling.

Director Kaiser arrived at this point in the meeting, 6:35 p.m.

Ms. Rightmire conducted Sexual Harassment Prevention Training in compliance with AB 1661, responding to the Board's questions throughout the training.

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

a. Board Member Comments

None

b. General Manager Comments

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

- Private lateral sewer spill occurred on Ventura Avenue in the Oak View area today; since the sewage was spilling onto the public right of way, District crews assisted with the cleanup; the property owner will be billed for the District's services; the property owner will be required to repair the lateral.
- Today a District employee observed one of the RVs parked along the freeway dumping their sewage tank on the road; employee took a picture of this.
- Staff has successfully resolved many of the ADU issues.
- Topic on the March meeting will be to discuss public access to Board Meetings in response to the coronavirus concerns; a memo was sent to all employees today urging them to stay home if they or their family members are experiencing flu symptoms.
- Recruitment for Administrative Officer position has been completed; there were approximately 50 applications received; it was a good group of applicants; offer of employment was extended to one of the applicants and she has accepted; she will be at the March meeting.

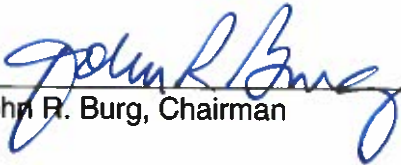
8. **Adjournment**

Chairman Burg adjourned the meeting at 7:48 p.m.



William Ulrich, Secretary

APPROVED:



John R. Burg, Chairman