



OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

(805) 646-5548 • FAX (805) 640-0842

www.ojaisan.org

NOTICE TO THE OJAI VALLEY SANITARY DISTRICT BOARD OF DIRECTORS AND GENERAL PUBLIC

REGULAR MEETING AGENDA- NOTICE ADDENDUM

The Ojai Valley Sanitary District Board of Directors will hold a Meeting **Monday August 23, 2021 at 6:00 pm, via Webex conference.**

IN RESPONSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS, AND IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S RECENT ORDER TO LIMIT INDOOR OPERATIONS AS A PRECAUTIONARY MEASURE TO HELP SLOW THE SPREAD OF COVID-19, THE OVSD HEADQUARTERS FACILITY ON TICO ROAD IS CLOSED TO THE PUBLIC. TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE BOARD MEETING AND PROVIDE PUBLIC COMMENT PLEASE REFER TO PAGE 2 OF THIS AGENDA

When it's time, join your Webex meeting here.

[Join meeting](#)

More ways to join:

Join from the meeting link

<https://ojaisan.webex.com/ojaisan/j.php?MTID=m71beb4c61c5adaa5a48984467f82fd63>

Join by meeting number

Meeting number (access code): 1460 58 6444

Meeting password: eAUzxA9fW66

Tap to join from a mobile device (attendees only)

[1-844-992-4726](tel:1-844-992-4726), [1460586444##](tel:1460586444) United States Toll Free

[+1-408-418-9388](tel:+1-408-418-9388), [1460586444##](tel:1460586444) United States Toll

Join by phone

1-844-992-4726 United States Toll Free

+1-408-418-9388 United States Toll

[Global call-in numbers](#) | [Toll-free calling restrictions](#)

Join from a video system or application

Dial [1460586444](tel:1460586444)@ojaisan.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

Join using Microsoft Lync or Microsoft Skype for Business

Dial [1460586444](tel:1460586444).ojaisan@lync.webex.com

If you are a host, [click here](#) to view host information.

Need help? Go to <https://help.webex.com>



OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

(805) 646-5548 • FAX (805) 640-0842

www.ojaisan.org

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that the Ojai Valley Sanitary District Board of Directors will hold a regular meeting at 6:00 p.m. on Monday August 23, 2021 at the District Office located at 1072 Tico Road, Ojai, California.

If you require special accommodations for attendance at or participation in this meeting, please notify our office 24 hours in advance at (805) 646-5548. (Govt. Code Section 54954.1 and 54954.2(a).

The Ojai Valley Sanitary District Board of Directors encourages all interested parties to speak on any issue or subject matter subject to the District's jurisdiction. It is the desire of the Board that its business be conducted in an orderly and efficient manner.

PUBLIC INPUT:

All comments from the public are to be addressed to the Board of Directors, not to District Staff, Consultants or District Legal Counsel.

Items Not On The Agenda:

All speakers are requested to fill out a **Speaker Card (Green)** and submit it to the Clerk of the Board. All speakers are requested to present their information to the Board as concisely as possible with a three (3) minute time limit. This time limit may be modified by the Board Chairperson if necessary. If a member of the **public does not wish to speak** but wishes the Board to have benefit of their position on an issue, **they can present a Comment Card (Peach)** which will be acknowledged by the Chairperson. No response will be given or action taken unless an emergency exists as defined in subdivision (b) of the Government Code 54954.2. Items requiring action will be referred to staff or placed on a subsequent agenda.

Items On The Agenda:

All speakers are requested to fill out a **Speaker's Card (Green)** and submit it to the Clerk of the Board before the item is taken up for consideration. All speakers are requested to present their information to the Board as concisely as possible with a three (3) minute time limit. Allowing an individual to speak more than three minutes is at the discretion of the Chairperson of the Board. Speakers are encouraged to refrain from restating previous testimony. If a member of the **public does not wish to speak** but wishes the Board to have benefit of their position on an issue, they can present a **Comment Card (Peach)** which will be acknowledged by the Chairperson.

AGENDA

The agenda is posted at the District Office no later than 5 p.m. on the Friday preceding the Board meeting and contains all items on which Board action will be allowed pursuant to Government Code Section 54954.2. Action will be taken on unanticipated items only when an emergency (as defined in Section 54956.5) exists or as otherwise allowed under Section 54954.2(b). All Board meetings are recorded in their entirety (excluding authorized closed sessions).

The business to be transacted is as follows:

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Additions or Amendments to the Agenda**
5. **Public Concerns** (items not on the agenda – three minute limit).

This is an opportunity for members of the public to address the Board on any item not on the agenda but under the subject matter jurisdiction of the Ojai Valley Sanitary District.

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.

6. **Approval of Minutes** – Regular Meeting July 26, 2021 and (a recording of each meeting is retained at the District Office for a minimum of 4 years)
7. **Amended Deferred Payment of Capacity Charges Agreements- Retroactivity of Ordinance OVSD-82**
 - a. Approve the Amended Agreements as listed below:
 - 028-0-181-135 David J Meisch and Laura A. Meisch Revocable Family Trust
 - 033-0-030-165 Oscar Gonzalez and Renelle Gonzalez
 - 022-0-152-160 Brian Elliott Holguin and Brittany-Nicole Margaret Lucero and Linda Anne Higbee
 - 023-0-141-120 Chad and Anne Carper Family Trust
 - 031-0-111-145 Lisa Ayala- Johnson
 - 018-0-022-145 Scott J. and Carol J. Rasmussen
 - 024-0-132-075 The Riege Family Trust
 - b. Authorize the Chairman to sign the approved Agreements; and
 - c. Direct staff to record the Amended Agreements with the County of Ventura Recorder's Office.

8. [Review of Disbursements/Checks For The Period of July 16, 2021 to August 17, 2021](#)

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

ACTION ITEMS:

9. [OVSD 2021 Sewer Manhole Rehabilitation Project Contract 2021-05 and Budget Adjustment 2022-05](#)

- a. Find the 2021 Sewer Manhole Rehabilitation Project to be Categorically Exempt in accordance with CEQA Section 15301(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. Approve and authorize the Chairman to sign Contract No. 2021-05, between Ojai Valley Sanitary District and Sancon Technologies, Inc. for the construction of the 2021 Sewer Manhole Rehabilitation Project, for a total not to exceed \$159,000; and
- d. Adopt Budget Adjustment No. 2022-05 transferring \$159,000 from the Collection System Replacement Reserve fund to the Major Expenditures-C/S account to cover the cost of this Project.

10. [OVSD Access Road Modification Project Contract 2021-11 and Budget Adjustment No. 2022-06](#)

- a. Find the WWTP Access Road Modifications Project to be Categorically Exempt in accordance with CEQA Section 15301(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. Approve and authorize the General Manager to review and approve invoices for the design and related work from Jensen Design and Survey, Inc., not to exceed a total amount of \$12,500; and
- d. Approve and authorize the Chairman to sign Contract No. 2021-11, between Ojai Valley Sanitary District and BSN Construction, Inc. for the construction of WWTP Access Road Modifications Project, for a total not to exceed \$99,356; and
- e. Adopt Budget Adjustment No. 2022-06 transferring \$111,856 from the Treatment Plant Replacement Reserve fund to the Major Expenditures-TP account to cover the cost of this Project.

11. [OVSD WWTP Roof Replacement Project Contract 2021-12 and Budget Adjustment No. 2022-07](#)

- a. Find the WWTP Roof Replacement Project to be Categorical Exempt in accordance with CEQA Section 15301(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. Approve and authorize the Chairman to sign Contract No. 2021-12, between Ojai Valley Sanitary District and Channel Islands Roofing, Inc. for the construction of WWTP Roof Replacement Project, for a total not to exceed \$209,754; and
- d. Adopt Budget Adjustment No. 2022-07 transferring \$217,983 from the Treatment Plant Replacement Reserve fund to the Major Expenditures-TP account to cover the cost of this Project and the pre-purchase of the roof membrane material.

12. [Approve and Authorize Increasing Employees' Cafeteria Health Insurance Plan To \\$2,294 Per Month Per Employee Effective December 1, 2021 To Cover the Increase In Premiums As of January 1, 2022 and Approve Resolution No. 2021-08](#)

- a. Approve and authorize increasing the monthly, per employee Cafeteria Health Insurance Plan to \$2,294 effective December 1, 2021 to cover premiums for January 2022.
- b. Adopt Resolution No. 2021-08, Fixing the Employer's Contribution, reflecting the changes to the Cafeteria Plan; and
- c. Direct staff to forward the executed Resolution No. 2021-08 to CalPERS notifying them of these changes.

13. [Cost of Living Salary Adjustment – Resolution No. 2021-09 and Budget Adjustment No. 2022-04](#)

- a. Approve a 3.8 percent cost-of-living adjustment of salary ranges for all District employees, excluding the General Manager;
- b. Adopt Resolution No. 2021-09, Adoption of the Ojai Valley Sanitary District Salary Grid reflecting a 3.8 percent cost-of-living adjustment, Effective July 1, 2021.

- c. Adopt Budget Adjustment No. 2022-04 transferring \$28,930 From the Contingency & Stabilization Reserve to provide funding for the cost-of-living adjustment.

14. **F-550 Vehicle Replacement and Equipment/Accessories Purchase- Budget Adjustment No 2022-08**

- a. Authorize staff to purchase a 2022 F-550 Chassis from Ford of Ventura for a cost not to exceed the quoted total price of \$48,329.07: and
- b. Authorize staff to trade-in the F-550 at Ford of Ventura; and
- c. Authorize staff to purchase a utility body and have mounted onto the F-550 chassis truck from CTEC for a cost not to exceed the quoted price of \$73,227.00; and
- d. Authorize staff to purchase an Ingersoll Rand Air Compressor from Northern Tool + Equipment for a cost not to exceed the quoted price of \$3,185.58; and
- e. Adopt Budget Adjustment No. 2022-08 transferring \$60,000 from the Vehicle Replacement Reserve and \$64,741.65 from the Equipment Reserve into the Major Expenditures-Admin. to provide funding for the purchase of this vehicle and Equipment/Accessories.

INFORMATION ITEMS – FOR RECEIPT & FILE

15. **Monthly Financial Reports**

16. **Monthly Investment Report**

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

18. **Committee Reports- Minutes of the Personnel Committee- August 3, 2021**

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

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

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

- a. Board Member Comments

Opportunity for Board Members to briefly comment on matters they deem appropriate to the business of the District. A Board Member may ask a question of staff for clarification, make a brief announcement, or make a brief report on his/her own activities related to the District. A Board Member may also provide a reference to staff or other resources for factual information, or request staff to report back to the Board at a subsequent meeting concerning a matter

related to the District business. The Board Member may also direct staff to place a matter of District business on a future Board agenda.

- b. General Manager Comments

22. **Adjournment**

A staff report providing more detailed information is available for most agenda items and may be reviewed in the District office during regular business hours (Monday through Friday from 8 a.m. to 5 p.m.). Copies of individual reports may be requested from the Clerk of the Board (646-5548).

ATTEST TO POSTING:



Alison Young – Clerk of the Board

August 19, 2021 @ 12:00 p.m.
Date & Time Posted At District Office