



## OJAI VALLEY SANITARY DISTRICT

A Public Agency

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

The Regular Meeting of the Ojai Valley Sanitary District Board of Directors was held, via Webex, at the District Office, 1072 Tico Road on January 24, 2022. The meeting was called to order by Chairman Quilici at 6:04 p.m. and roll call taken as follows:

**DIRECTORS PRESENT:** Stephen L. Quilici  
William M. Stone  
John R. (Jack) Curtis  
John (Randy) Burg  
James Kentosh  
William Ulrich  
Lowell Martinson

**DIRECTORS ABSENT:** None

**STAFF PRESENT:** Jeff Palmer, General Manager  
Alison Young, Clerk of The Board

**OTHERS PRESENT:** Robert Kwong, District Legal Counsel  
Craig Fechter, Fechter & Co., District Auditor

3. **Consideration and Adoption of OVSD Resolution No. 2022-02 Enabling Continued Use of Remote Teleconference Meetings in Accordance with Assembly Bill 361**

Upon motion of Director Curtis, seconded by Director Burg and passed by unanimous roll call vote, OVSD Resolution 2022-02 was adopted approved as submitted.

4. **Pledge of Allegiance**

Pledge of allegiance conducted.

5. **Additions or amendments to the Agenda**

None

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

No Public Concerns

**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 Stone, seconded by Director Martinson and passed by unanimous roll call vote, Item Nos. 7 and 8 on the consent calendar were approved as submitted.

7. **Approval of Minutes** – Regular Meeting December 27, 2021(a recording of each meeting is retained at the District Office for a minimum of 4 years)

8. **Review of Disbursements/Checks for The Period of December 4, 2021 to January 18, 2022**

**ACTION ITEMS**

9. **Fiscal Year 2020/2021 Annual Independent Financial Audit**

**ACTION**

After the Board received a verbal report by Craig Fechter, CPA & principal of Fechter & Company about the Fiscal Year 2020/2021 independent financial audit report, a motion was made Director Curtis, seconded by Director Ulrich and passed by unanimous roll call vote, in which the Board accepted the audit report, with corrections sited to be made on final version, as meeting the contract requirements and authorize the payment of any fees due for its preparation, Directed distribution of copies of the report to the State Controller, County Auditor-Controller and other interested parties.

10. **Annual Investment Policy – Resolution No. 2022-03**

**ACTION**

Upon motion of Director Ulrich, seconded by Director Quilici and passed by unanimous roll call vote, the Board Adopted Resolution No. 2022-03, Resolution of the Board of Directors of the Ojai Valley Sanitary District Stating the Investment Policy for District Funds

11. **Appointment of Board Committees & Representatives**

Chairman Quilici presented his appointment of individual Directors to serve on the Board's Committees and as the Board's representative to boards, committees and agencies outside the District for calendar year 2022. further board action was required

12. **WWTP Main Switchboard Improvements – Budget Adjustment No. 2022-14**

**ACTION**

Upon motion of Director Curtis, seconded by Director Ulrich and passed by unanimous roll call vote, the Board Approved and Authorized the General Manager to purchase and install the main switchboard improvements at a total price of \$59,180 and Adopted Budget Adjustment No. 2022-14 Transferring \$59,180 from the Treatment Plant Replacement Reserve Fund to the Major Expenditures-TP account to cover the cost of purchasing and installing the main switchboard improvements.

**INFORMATION ITEMS – FOR RECEIPT & FILE**

13. **Monthly Financial Report**

Received and filed.

14. **Monthly Investment Report**

Received and filed.

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

Received and filed.

16. **Committee Reports**

None

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

Director Ulrich briefed the Board on his attendance to the VRSD board meetings and stated that VRSD will not be serving some of their current customers in the future, which may pose an opportunity for OVSD to assist with those customers if needed.

Mr. Kwong stated that the CASA Attorney's Committee met, and he will brief the board at the February board meeting on items of concern and/or interest to OVSD.

18. Items of Interest/Correspondence/Articles

None

19. Board Member & General Manager Comment

a. Board Member Comments

None

b. General Manager Comments

Mr. Palmer advised the board that the Raftelis rate study has been completed and an Excel formatted report has been provided. Staff will review the report in detail and report to the Board in February. Overall, the report was positive pertaining to the financial position of OVSD as it relates to the need for customer rate increases.

Mr. Palmer shared that staff continues to watch inflation and refrain from purchasing anything that is not urgently needed if doing so requires we purchase an inflated price.

Mr. Palmer stated that COVID cases continue to rise and 2 OVSD staff have been COVID positive recently, however, given current staffing structure and management's strict adherence to quarantine and testing policies, spread was prevented to other OVSD staff.

Lastly, Mr. Palmer shared the TMDL design phase is 75% complete and the project will go out to bid soon.

20. Adjournment

Chairman Quilici adjourned the meeting at 7:17 p.m.

 3/3/22

Lowell Martinson, Secretary

APPROVED:



Stephen L. Quilici, Chairman