



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 May 23, 2022. The meeting was called to order by Chairman Quilici at 6:00 p.m. and roll call taken as follows:

DIRECTORS PRESENT: Stephen L. Quilici
William M. Stone
John (Randy) Burg
William Ulrich
Lowell Martinson

DIRECTORS ABSENT: James Kentosh
John R. (Jack) Curtis)

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

OTHERS PRESENT: Robert Kwong, District Legal Counsel

3. **Consideration and Adoption of OVSD Resolution No. 2022-13 Enabling Continued Use of Remote Teleconference Meetings in Accordance with Assembly Bill 361**

Upon motion of Director Ulrich, seconded by Director Stone and passed by unanimous roll call vote, OVSD Resolution 2022-13 was adopted 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 Burg, seconded by Director Ulrich and passed by unanimous roll call vote, Items No. 7, 8 and 9 on the consent calendar were approved as submitted.

7. **Approval of Minutes** – Regular Meeting April 25, 2022, Special Meeting April 27, 2022, and Special Meeting May 2, 2022 (a recording of each meeting is retained at the District Office for a minimum of 4 years)

8. **Deferred Payment of Capacity Charges Agreements**

a. Approve the Agreements Affecting Real Property as listed below:

- 019-0-092-080 Adam C. Kear Revocable Living Trust
- 021-0-113-110 The Kimberly K. McLin Trust

b. Authorize the Chairman to sign the approved Agreements; and

c. Direct staff to record the Agreements with the County of Ventura Recorder's Office.

9. **Review of Disbursements/Checks for The Period of April 21, 2022 to May 16, 2022**

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

ACTION ITEMS:

10. **Sewer Service Charges For Collection On Tax Rolls For Fiscal Year 2022-2023 – Set Hearing**

ACTION

Upon motion of Director Stone, seconded by Director Burg and passed by unanimous roll call vote, the Board accepted the reports listing parcel numbers and the amounts of proposed charges to be placed on the tax roll for collection FY 2022-2023 (Exhibits A & B); Set June 20, 2022 at 6:00 p.m. in the District boardroom as the time and place for a hearing to be held to review parcels to be reentered and added for the first time; Directed the Clerk of the Board to notify by mail each person to whom any parcel listed on Exhibit B is assessed of (1) the

District's intent to have service charges for FY 2022-23 collected on the general tax rolls of Ventura County, and (2) the time and place of the hearing for the proposed assessment reports; and Directed the Clerk of the Board to publish a notice of the report filing and the time and place of the hearing. Publication of the notice shall be once a week for two successive weeks with five intervening days.

11. [Sewer Capacity Charges Paid In Installments – Collected On The Tax Rolls For Fiscal Year 2022-2023 – Set Hearing](#)

ACTION

Upon motion of Director Ulrich, seconded by Director Burg and passed by unanimous roll call vote the board accepted the report listing parcel numbers and the amounts of proposed charges to be placed on the tax roll for collection FY 2022-2023 (Exhibits A & B); Set June 20, 2022 at 6:00 p.m. in the District boardroom as the time and place for a hearing to be held to review parcels for entry on the general tax roll for collection in FY 2022-2023; Directed the Clerk of the Board to notify by mail each property owner of any parcel listed on Exhibit B assessing them of (1) the District's intent to have installments on the Deferred Capacity Charge Agreements due for FY 2022-2023 collected on the general tax rolls of Ventura County, and (2) the time and place of the hearing for the proposed assessment reports; and Directed the Clerk of the Board to publish a notice of the report filing and the time and place of the hearing. Publication of the notice shall be once a week for three successive weeks with five intervening days between each publication.

12. [Ojai-Nova-Ventura-Meiners-Cuyama-Edison Annexation – Resolution No. 2022-01](#)

ACTION

Upon motion of Director Burg, seconded by Director Stone and passed by unanimous roll call vote the board found the Ojai-Nova-Ventura-Meiners-Cuyama-Edison Annexation (2022-01) to be Categorically Exempt in accordance with CEQA Section 15319 (a) and the District's Administrative Supplement To The State CEQA Guidelines; and Directed Staff to file a Notice of Exemption in accordance with CEQA Section 15062; and Adopted Resolution No. 2022-01 initiating proceedings for the Ojai-Nova-Ventura-Meiners-Cuyama-Edison Annexation.

13. [Burnham Road Sewer Main Rehabilitation Project- Contract No. 2022-06 and Budget Adjustment No. 2022-20](#)

ACTION

Upon motion of Director Ulrich, seconded by Director Stone and passed by unanimous roll call vote the board Found the Burnham Road Sewer Main Re-

habilitation Project to be Categorically Exempt in accordance with CEQA Section 15301(b) and the District's Administrative Supplement to the State CEQA Guidelines; and Directed staff to file a Notice of Exemption in accordance with CEQA Section 15062; and Approved and Authorized the Chairman to sign Contract No. 2022-06, between Ojai Valley Sanitary District and Sancon Technologies, Inc. for the construction of the Burnham Road Sewer Main Rehabilitation Project, for a total not to exceed \$45,815; and Authorized District Staff to sign the agreement between Ojai Valley Sanitary District and Rain for Rent for the sewer main bypass during construction of the Burnham Road Sewer Main Rehabilitation Project, for a total estimated amount of \$20,818.62 including tax; and Authorized District Staff to complete the site improvements required to complete the construction of the Burnham Road Sewer Main Rehabilitation Project, for a total estimated cost of \$7,000 and Adopted Budget Adjustment No. 2022-20 Transferring \$73,634 from the Collection System Replacement Reserve Fund to the Major Expenditures-CS account to cover the cost this project.

INFORMATION ITEMS – FOR RECEIPT & FILE

14. **Monthly Financial Reports**
Received and filed.
15. **Quarterly Investment Report**
Received and filed.
16. **Staff Reports - Operations, Administration and Management of the District**
Received and filed.
17. **Committee Reports- CEQA/Environmental Review Minutes April 27, 2022**
Received and filed.
18. **Reports on Meetings, Seminars, or Conferences Attended**
None
19. **Items of Interest/Correspondence/Articles**
None
20. **Board Member & General Manager Comment**
 - a. Board Member Comments
None

b. General Manager Comments

Mr. Palmer shared that there is a family of ducks that have made a home in one of the equi-basins at the WWTP. Staff will call the raptor center, however, because it is a dry time of year, they can remain in that basin, temporarily, as it is not currently being used.

Mr. Palmer shared updates on the RWQCB proposed septic to sewer program that may provide funding for disadvantage areas to convert to sewer. It appears the Arbolada has been identified as in-eligible. Financial/funding information still needs to be reviewed and verified for the eligibility of the Casitas Springs area. More information to follow.

Mr. Palmer shared the City of Ojai is quickly trying to move forward on a summer paving project for numerous streets in Ojai. This will require OVSD to raise and/or replace several manholes concurrently. While this is not an impossible task, it will require OVSD staff to act quickly to meet the timeframes being proposed by the City.

Lastly, Mr. Palmer shared that we have approximately 15 property owners in violation of District code that are in the administrative citation phase and staff is working with District legal Counsel to evaluate next steps.

21. **Adjournment**

Chairman Quilici adjourned the meeting at 6:45 p.m.



Lowell Martinson, Secretary

APPROVED:



Stephen L. Quilici, Chairman