

## OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

(805) 646-5548 • FAX (805) 640-0842

[www.ojaisan.org](http://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 22, 2022 at 6:00 pm, via Webex conference.**

**IN RESPONSE TO THE CONTINUED STATE DECLARATION OF EMERGENCY DUE TO THE NOVEL CORONAVIRUS, AND IN ACCORDANCE WITH RECENTLY AMENDED GOVERNMENT CODE SECTION 54953, THE OVSD HEADQUARTERS FACILITY ON TICO ROAD IS CLOSED TO THE PUBLIC FOR PUBLIC BOARD MEETINGS. 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=m3fd6423359876927d37d0d3dd5469385>

**Join by meeting number**

Meeting number (access code): 2493 217 7472

Meeting password: QfemQfa6F72

**Tap to join from a mobile device (attendees only)**

[1-844-992-4726](tel:1-844-992-4726).,[24932177472##](tel:24932177472) United States Toll Free

[+1-408-418-9388](tel:+1-408-418-9388).,[24932177472##](tel:24932177472) 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 [24932177472@ojaisan.webex.com](tel:24932177472)

You can also dial 173.243.2.68 and enter your meeting number.

**Join using Microsoft Lync or Microsoft Skype for Business**

Dial [24932177472.ojaisan@lync.webex.com](tel:24932177472)

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



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### 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 22, 2022 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. **[Consideration and Adoption of OVSD Resolution No. 2022-20 Enabling Continued Use of Remote Teleconference Meetings in Accordance with Assembly Bill 361](#)**
4. **Pledge of Allegiance**
5. **Additions or Amendments to the Agenda**
6. **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.

7. **[Approval of Minutes](#)** – Regular Meeting July 25, 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:
    - 019-0-094-120 Paul Leslie Crabtree and Starr Crabtree
    - 020-0-130-080 The Nugent Family Trust
    - 022-0-140-340 Angel Duran
  - 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 July 15, 2022 to August 15, 2022](#)**

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

**ACTION ITEMS:**

10. **Employees' Cafeteria Health Insurance Plan to Cover the Premiums as of January 1, 2023**

Approve and authorize staff to maintain the existing monthly, per employee Cafeteria Health Insurance Plan to \$2,294 effective December 1, 2022 to cover premiums for January 2023.

11. **Cost of Living Salary Adjustment - Resolution No. 2022-19**

- a. Approve an 8.6 percent cost-of-living adjustment of salary ranges for all District employees, excluding the General Manager, and directing staff to include this adjustment in the final budget for fiscal year 2022-23.
- b. Adopt Resolution No. 2022-19, Adoption of the Ojai Valley Sanitary District Salary reflecting the 8.6 percent cost-of-living adjustment, Effective June 30, 2022.

12. **Contract No. 2022-08 J&H Engineering General Contractors, Inc. - Creek Road Manhole Adjustment Project — Budget Adjustment No. 2023-02**

- a. Find the Creek Road Manhole Adjustment 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. 2022-08, for services between Ojai Valley Sanitary District and J&H Engineering General Contractors, Inc. in an amount not to exceed \$126,700; and
- d. Approve and authorize Staff to purchase lids and frames from FAMCON Pipe and Supply for a cost of \$9,475.54; and
- e. Adopt Budget Adjustment No. 2023-03 transferring \$136,176 from the Collection System Replacement Reserve to the Major Expenditures-C/S account to cover the cost of this Project.

13. [Adopt Budget Adjustment No. 2023-02 – Carryover of Incomplete Contracts & Purchases from FY 2021/22 Budget and Budget adjustment No. 2023-04 re-allocation request to cover cost of living salary adjustment](#)

Adopt Budget Adjustment No. 2023-02 continuing outstanding expenditures from the prior fiscal year into the Fiscal Year 2022/2023 Budget in the amount of \$11,336,892 and a request to re-allocate \$137,722 of carryover funds to cover cost of living salary adjustment via Budget Adjustment 2023-04

**CLOSED SESSION:**

14. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

Government Code section 54956.9, subdivision (a)

Name of Case: *Richard H. Vane, Trustee of the Vane Family Trust v. Ojai Valley Sanitary District*

Ventura County Superior Court, Case No. 56-2022-000567385-CU-WM-VTA

**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- Personnel Committee Minutes of August 15, 2022](#)

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

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

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

a. Board Member Comments

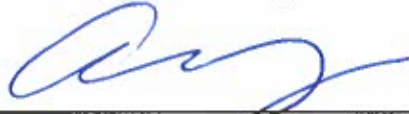
Opportunity for Board Members to briefly comment on matters they deem appropriate to the business of the District. A Board Member may ask a question of staff for clarification, make a brief announcement, or make a brief report on his/her own activities related to the District. A Board Member may also 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, 2022 @ 9:00 a.m.**  
**Date & Time Posted At District Office**