

## MINUTES

The meeting was called to order at 6:00 pm.

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### 1. Roll Call

The meeting was called to order by the Board President Mike Etchart at 6:00 pm at the District Office.

Present were: Board President Mike Etchart, Board Directors, James Kentosh (Via Phone), Mike Krumpschmidt, Diana Engle. Staff Present: General Manager, Mike Hollebrands as Board Secretary, and Attorney, Lindsay Nielson and were present.

Absent: Director, Larry Harrold

### 2. Approval of the minutes: Approval of March 19, Regular Meeting:

Mr. Kentosh made the motion to approve the March 19, 2019, Regular Meeting Minutes. Mr. Krumpschmidt seconded the motion.

Director Engle has requested clarification to Item 9.

Kentosh/Krumpschmidt  
All Ayes  
M/S/C

### 3. Public Comments: Ms. Von Gunten - was present.

### 4. Financial Matters

- Approval of Payroll and Payables from March 16, to April 15, 2019, in the amount of \$ 138,019.17  
Director Krumpschmidt made the motion to approve the payables. Mr. Kentosh seconded the motion.

Director Engle is pleased with the changes done to the table "Fiscal year at a glance." Add footnote for the contingency money.

Director Krumpschmidt asked why the membership and dues are over budget. G.M. explained that it could be various increases for each agency. It was also

asked why wells 1 and 2 were over budget. The G.M. explained that there are two-line items for that project within the budget and that they were probably miscoded.

Krumpschmidt/Kentosh  
All Ayes  
M/S/C

## **5. Board Discussion/Actions**

- a) **Discussion and Approval of will serve to for 211 N. La Luna:**  
Director Kentosh gave some background information to the board about Mr. Cornejo's property and how the will serve letter is crafted. The BOD also wanted to make it clear that there is no intent to set a new policy/precedent in this case. The district's attorney also stated that an additional signature line should be added for the recipient of the letter.

**Motion:** Director Kentosh made the motion to approve Mr. Cornejo's will serve letter as written for his second dwelling based on the information stated in the letter and the interim policy. Second, Director Krumpschmidt

Kentosh/Krumpschmidt  
All Ayes  
M/S/C

- b) **Discussion and Approval of interim draft Policy for New Meter and Expansion of Service Policy:**  
This item was taken first as it directly relates to Item A. Director Kentosh went on to describe the draft policy and how it relates to the safe yield of Lake Casitas. Director Krumpschmidt went on to describe the district's approach to will serve letters and how they pertain lot splits and water use. Director Engle proposes that before the release of any will serve letter, and the property owner must produce a certificate of compliance from the County of Ventura, ensuring that the lot is legal.
- c) **Discussion and Approval of the draft Comprehensive Employee Manual:**  
There was much discussion about the manual, with further amendments needed to be brought back to the following meeting for further discussion.
- d) **Discussion of how to apportion the upcoming GSA pumping fees MOWD customers into the future:**  
Director Engle briefly explained the framework of the pumping fees for the next five years through the GSA and that it's going to be a flat fee based on historical average pumping from years 2013-17. Director Engle goes on to explain that future years will be based on actual usage and should be appropriately

distributed to our customers. Director Engle offered that for the first four or five years, the flat fee would be divided evenly throughout our customer base. Director Krumpschmidt offered that it should be based on meter size, so the fee is proportionate to use.

**e) Discussion of 3-year budget comparison:**

There was much discussion of the proposed and previous budget numbers. The Board made no decision; only suggested a direction to the G.M.

**f) Discussion/Approval of District loan to UVRGSA in an amount not to exceed \$ 45,000 to help benefit extraction fees:**

Director Engle explained the background, the need for a loan, and the positive effects the loan would have on the private pumpers and, lastly, how the District would get reimbursed. Director Kentosh made the motion to borrow a not to exceed the amount of \$45,000 from reserves to help moderate the cost to the GSA and add to the contract that MOWD is guaranteed to be returned by the year 2023-24, seconded by Director Engle.

Kentosh/Engle

All Ayes

M/S/C

**g) The property at 260 E. El Roblar/Cozy Dell Property:**

The G.M. provided information about a 3.5-acre lot on El Roblar that is for sale and asked to have the Cozy Dell property appraised. The G.M. went on to explain that the 3.5 - acre site could be used for a few beneficial items, such as; a new office location, warehouse site, which would provide a central location for staff, and a possible shallow well site. The BOD felt that that the property could be too big and that other beneficial uses might already be planned there. The BOD's felt that having the Cozy Dell property appraised was a good idea as well as the current office property, and look at the old car wash property as a possibility for purchase. Director Engle made a motion to authorize the G.M. to have the Cozy Dell, and office property appraised and report back to the BOD. seconded by Director Krumpschmidt

Engle/Krumpschmidt

All Ayes

M/S/C

**h) Highway leak #2/Discussion of relocating the water line altogether:**

The G.M. explained that there is another leak on Hwy 33 adjacent Meiners Rd and the need to have it located to the north. The G.M. further explained that the

condition of the steel main is fragile and a complete relocation is the best option for the District.

Director Engle made a motion to authorize the G.M. to proceed with relocating the engineering work to replace the waterline. Director Kentosh seconded

Engle/Kentosh  
All Ayes  
M/S/C

i) 125 Alvarado will serve request:

Director Kentosh requested that the owner supply the district with a written request for the will serve to articulate their water needs when fees were last paid, square footage of the old house, when it was demolished, and proposed square footage and estimated water needs.

## 6. General Manager's Report

The G.M. briefed the BOD's on the status of the district's well production, particularly well 4. The G.M. informed the Board that well 4 production numbers and specific capacity were lower than they should be and that the G.M. was working with Jordan Kear to remedy the problem as economically as possible through a chemical treatment. However, if that did not work, the well has to be pulled out, and more aggressive tactics would have to be applied.

The G.M. let the BOD know that wells 1 and 2 were close to coming online; additionally, the G.M. contacted the State about reporting extractions from well 7 and that, that process will start this year.

Also, the sampling mandated by the Regional Water Quality Control Board at the tank farm has been completed.

## 7. Board Committee Reports

GSA – Director Engle had nothing further to add.

New meter and expansion of service policy – This committee will be meeting this upcoming Friday to discuss this policy further.

## 8. Old Business

No old business was discussed.

**9. Board of Director Reports/Comments**

**No Director Reports.**

**10. Closed Session: The Board of Director's held a closed session; after a briefing from the present attorney, no action was taken by the BOD, closed session adjourned at 10:57 pm.**

**There being no further business to conduct at this time, Mr. Etchart adjourned the meeting at 11:00 p.m.**

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**President**

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**Secretary**