

Regular Meeting  
April 21, 2020  
6:00 pm

Meiners Oaks Water District  
  
202 West El Roblar Drive  
Ojai, CA 93023-2211  
Phone 646-2114

## MINUTES

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

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### **1. Call to Order**

The meeting was called to order by the Board President, Mike Etchart, at 6:05 pm via teleconference.

**Present:** Board President, Mike Etchart, Board Directors, James Kentosh, Mike Krumpschmidt, and Larry Harrold. Staff Present: General Manager, Mike Hollebrands, Board Secretary, Summer Ward and Attornies, Lindsay Nielson, Greg Jones, and Jeanne Zolezzi.

**Absent:** None.

### **2. Approval of the Minutes**

#### **Approval of March 24, 2020, Regular Meeting minutes:**

Director Krumpschmidt made the motion to approve March 24, 2020, Regular Meeting minutes, with requested revisions. Director Harrold seconded the motion.

No public comments.

Krumpschmidt/Harrold

#### **Roll Call Vote:**

Etchart – Y      Engle – Y      Harrold – Y      Kentosh – Y      Krumpschmidt – Y  
All Ayes  
M/S/C

#### **Approval of April 2, 2020, Special Meeting minutes:**

Director Krumpschmidt made the motion to approve the April 2, 2020, Special Meeting minutes, with requested revisions. Director Harrold seconded the motion.

No public comments.

Krumpschmidt/Harrold

**Roll Call Vote:**

Etchart – Y      Engle – Y      Harrold – Y      Kentosh – Y      Krumpschmidt – Y  
All Ayes  
M/S/C

**3. Public Comments**

- Beth Von Gunten was present, provided a statement of attendance, and asked if the Allocation Program will address or consider the recent increase in growing food.

**\*\* The Board went into closed session at 6:14 pm \*\***

**4. Closed Session: The Board of Directors held a closed session to discuss personnel matters or litigation, pursuant to the attorney/client privilege, as authorized by Government Code Sections 54957 & 54956.8, 54956.9 and 54957.**

- Conference with Legal Counsel – Personnel 54957 (b)(4) G.M. Review
- State Case: SBCK vs. SWRCB, San Francisco Superior Court, Case # CPF-14-513875
- Meiners Oaks Water District vs. Moll, Ostling and Ojai Vista Farms 56-2018-00515474-CU-OR-VTA/

**\*\* The Board adjourned closed session at 8:16 pm. \*\***

Attorney Nielson stated that in closed session, the Board discussed current ongoing litigation and personnel matters. No actions were taken, and no decisions were made during this closed session.

**5. Financial Matters**

**Approval of Payroll and Payables from March 16 to April 15, 2020, in the amount of:**

Payables -	\$ 139,297.74
Payroll -	<u>\$ 39,839.85</u>
Total -	\$ 179,137.59

Director Kentosh made the motion to approve the Payroll and Payables from March 16 to April 15, 2020. Director Krumpschmidt seconded the motion

**Public Comment:**

No Public Comments.

Director Engle requested clarification on the Oso Rd. clean up expense at Well #8 for \$3,920. Mr. Hollebrands explained that the 1-acre property was cleaned up, sifted out the asphalt and rock to haul off and reuse the dirt for other sites.

**Roll Call Vote:**

Etchart – Y      Engle – Y      Harrold – Y      Kentosh – Y      Krumpschmidt – Y  
All Ayes  
M/S/C

**6. Board Discussion/Actions**

**a) Review of Bid Summary & Contractor Approval: Waterline Replacement Across Highway 33**

Mr. Hollebrands reported that the District solicited eight (8) contractors, only three responded. The job is located near the mobile home park on Meiners Road, and it is a 6” steel line that runs to zone 2, it has had a slow leak, waiting on permits. Mr. Hollebrands recommended Toro’s bid \$142,900.00, with an additional 10% contingency to allow for unexpected labor costs associated with the Caltrans restrictions of working hours. Mr. Hollebrands estimated the potential additional labor expense to be \$10,000. Toro has done jobs for the District in the past and is a C3 licensed, reducing the traffic control costs. The job will be coordinated between the District, WREA, and the contractor.

Director Kentosh made the motion to approve the Toro Bid of \$142,900.00, plus a 10% contingency to cover additional labor expenses. Director Engle seconded the motion.

**No Public Comment**

Director Kentosh asked why the bid form has an option for asbestos pipe removal. Mr. Hollebrands stated they are 90% confident it is steel, but if it is asbestos, the price will be adjusted based on the material.

Director Engle requested clarification on why the bid refers to line abandonment if the State and County are not allowing us to abandon in place. Mr. Hollebrands explained that the ruling to not allow the abandonment in place came after the bid process was started.

Director Etchart asked if the abandonment would potentially create a sinkhole situation. Mr. Hollebrands explained that the trench would be filled and compacted to help prevent sinking.

Director Krumpschmidt noted the differences in bid pricing, related to traffic control specifically. Mr. Hollebrands stated that Toro is the only contractor that responded that is a C3, which allows them to do the traffic control in-house, whereas, the other contractors must contract that task out to another vendor.

Kentosh/Engle

**Roll Call Vote:**

Etchart – Y      Engle – Y      Harrold – Y      Kentosh – Y      Krumpschmidt – Y  
All Ayes  
M/S/C

**b) Grants Project Update**

Director Kentosh reported that he is working on the draft updates for review by Attorney Nielson, with the goal of emailing the document out by Friday, April 24. Mr. Hollebrands referenced an email from Regina Hirsch to the Directors and expressed concern regarding overlapping projects.

Director Engle added that the project names are misleading and reviewed some of the projects and their intents with Bryan Bondy. Director Engle recommends hearing about the VRWD grant project.

Director Kentosh stated that he would provide the grant scopes of work for the next meeting.

**c) Approval of Resolution 20200421: Customer Disconnections (SB998)**

Ms. Ward reviewed the SB998 presentation that was discussed at the last meeting, the requested revisions to the resolution were made and noted in the current final version.

Director Engle clarified with Ms. Ward that yes, the language and figures in the resolution come straight from the legislature.

Director Krumpschmidt made the motion to approve Resolution 20200421 Customer Disconnections (SB998). Director Harrold seconded the motion.

Director Kentosh expressed concern regarding the timing of this resolution, last month it was under different light and we cannot shut off during COVID-19.

Attorney Nielson stated that language could be added to the motion to suspend disconnections.

No Public Comments

After discussion, the Board agreed to two separate motions to address the moratorium on customer disconnections for non-payment during the COVID-19 declared emergency. The Board directed Ms. Ward to include a statement on the next billing statement, to have anyone unable to pay their bill during the declared emergency to contact the office for assistance.

Director Krumpschmidt made the motion to approve Resolution 20200421 Customer Disconnections (SB998). Director Harrold seconded the motion.

Krumpschmidt/Harrold

**Roll Call Vote:**

Etchart – Y      Engle – Y      Harrold – Y      Kentosh – N      Krumpschmidt – Y

Ayes – 4 No - 1  
M/S/C

Director Kentosh made the motion to implement a moratorium on customer disconnections for non-payment during the COVID-19 declared an emergency and directed staff on a bill message regarding financial assistance during COVID-19. Director Kentosh seconded the motion.

Kentosh/Krumpschmidt

**Roll Call Vote:**

Etchart – Y      Engle – Y      Harrold – Y      Kentosh – Y      Krumpschmidt – Y

All Ayes

M/S/C

## **7. General Manager's Report**

- **District Operations & Maintenance Report**

Mr. Hollebrands provided a summary of operations and maintenance activities. Mr. Hollebrands reported that the staff has been working on rotating schedules in the office and field, as well as remote work. Meter reading is happening this week; bank deposits are happening 2-3 times per week, well run daily, and Summer & Brandi have all District calls forwarded to District cell, rotating every two days. Mr. Hollebrands stated that the staff has stepped up, and Summer helped a lot getting us set up for remote work. Mr. Hollebrands reported that VRWD's office is unstaffed, and the field guys are one day on, and one day off, Casitas is operating with limited staff.

Director Krumpschmidt recommended that the field guys wear a mask when out in the District, during meter reading. Directors Kentosh and Harrold felt there should be some worker discretion, ie. Location-based. All agreed to err on the conservative side.

## **8. Board Committee Reports**

- **Upper Ventura River GSA:** Director Engle reported the Public Workshop for May 7 had been canceled; no draft work products for policy decision yet, still a lot of work being done on the early stages of the GSP.
- **Executive Committee:** No update.
- **Budget/Rate Committee:** No update.
- **Allocation Program Committee:** No update.
- **New Meters and Expansion Committee:** Director Kentosh is working on the revisions.
- **Emergency Management Committee:** No update – Active COVID-19 Emergency

## **9. Old Business**

- **State Water:** No update.
- **Ojai, Ventura Water Partnership:** No update.
- **Matilija Dam Removal Update:** No update.

## **10. Board of Directors' Reports/Comments**

**Mr. Harrold:** Happy for the rain! He recommended a documentary film about the 1918 Spanish Flu, PBS American Experience, really interesting with real photos and experiences.

**Mr. Krumpschmidt:** Read an article in the L.A. Times about the 1918 flu, and notably, the 2<sup>nd</sup> round was more vicious a good eye-opening article.

**Mr. Kentosh:** No report.

**Mr. Etchart:** Water is flowing into the lake, close to 45%, maybe we can get a miracle March/April!

**Ms. Engle:** Expressed appreciation for all the staff and wants everyone to stay healthy and safe..

## **11. Meeting Adjournment**

There being no further business to conduct at this time, Board President Mike Etchart adjourned the meeting at 9:52 pm.

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**President**

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**Secretary**