

MINUTES

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

1. Call to Order

The meeting was called to order by the Board President, Mike Etchart, at 6:03 pm via teleconference.

Present: Board President, Mike Etchart, Board Directors, James Kentosh, Christian Oakland, and Larry Harrold. **Staff Present:** General Manager, Mike Hollebrands, and Attorneys, Stuart Nielson, Jeanne Zolezzi, and Greg Jones (closed session only).

Absent: Director, Diana Engle and Board Secretary, Summer Ward.

2. Approval of the Minutes

Approval of December 15, 2020, Regular Meeting minutes:

Director Kentosh made the motion to approve December 15, 2020, Regular Meeting minutes. Director Oakland seconded the motion.

No public comments.

Kentosh/Oakland

Roll Call Vote:

Etchart – Y Engle – Absent Harrold – Y Kentosh – Y Oakland – A
All Ayes – 1 Absent (Engle)
M/S/C

3. Public Comments

No public present.

**** The Board went into closed session at 6:10 pm ****

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

- 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/
- Personnel Matters

**** The Board adjourned closed session at 6:48 pm ****

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

5. Financial Matters

Approval of Payroll and Payables from December 16 to January 15, 2021, in the amount of:

Payables -	\$ 168,130.02
Payroll -	<u>\$ 42,047.10</u>
Total -	\$ 210,177.12

Director Kentosh made the motion to approve the Payroll and Payables from December 16 to January 15, 2021. Director Oakland seconded the motion.

No Public Comment

Kentosh/Oakland

Roll Call Vote:

Etchart – Y Engle – Absent Harrold – Y Kentosh – Y Oakland – Y
 All Ayes – 1 Absent (Engle)
 M/S/C

6. Board Discussion/Actions

a) Election of Board Officers. (Hollebrands/Etchart)

Director Kentosh nominated Director Etchart for Board President for the upcoming year. Director Oakland seconded the motion.

No public comment.

Kentosh/Oakland

Roll Call Vote:

Etchart – Y Engle – Absent Harrold – Y Kentosh – Y Oakland – Y
 All Ayes – 1 Absent (Engle)
 M/S/C

Director Harrold nominated Director Kentosh for Board Vice President for the upcoming year. Director Oakland seconded the motion.

No public comment.

Harrold/Oakland

Roll Call Vote:

Etchart – Y Engle – Absent Harrold – Y Kentosh – Y Oakland – Y
All Ayes – 1 Absent (Engle)
M/S/C

b) Board Committee Membership. (Hollebrands/Etchart)

Director Etchart led discussion and reviewed membership of the committees. Recommended membership included:

Budget & Rates: Kentosh/Oakland
Drought & Allocation: Engle/Kentosh
New Meters & Expansion of Services: Kentosh/Oakland
Emergency Management: Harrold/Kentosh
Staff Procedures: Etchart/Kentosh

Director Kentosh made the motion to approve the Board Committee membership. Director Oakland seconded the motion.

No Public Comments.

Kentosh/Oakland

Roll Call Vote:

Etchart – Y Engle – Absent Harrold – Y Kentosh – Y Oakland – Y
All Ayes – 1 Absent (Engle)
M/S/C

Director Etchart led discussion and reviewed Board Representation on other committees.

UVRGA: Engle/General Manager
Ojai/Ventura Water Partnership: Kentosh/General Manager
Matilija Dam Removal: General Manager

Director Kentosh made the motion to approve the Board Committee membership. Director Oakland seconded the motion.

No Public Comments.

Kentosh/Oakland

Roll Call Vote:

Etchart – Y Engle – Absent Harrold – Y Kentosh – Y Oakland – Y
All Ayes – 1 Absent (Engle)
M/S/C

Staff to update and distribute the Board Committee Membership & Representative table to all Directors.

7. General Manager's Report

Mr. Hollebrands presented the monthly GM Operations and Maintenance report. General Pump is experiencing some delays in scheduling Well #1 work due to COVID and staffing. Ray Reese anticipates General Pump will be out to do work in mid-February. Field repairs continue, concrete work was just completed on El Camino. A customer's representative called to discuss a billing matter, the property transitioned owners 2 years ago, one meter was not locked off during the transition and was not brought into active status under the new ownership. Two years of water use has accrued and retro billing arrangements were discussed. Based on the 2 year period, 238 units were used, the standby fees are \$1200 plus water use fees; the customer was offered a 50% reduction on the standby fees and may come to the Board to request further financial relief.

Casitas notified the District that they had misbilled MOWD since 2019, they failed to capture the last digit on the reads and underbilled by a factor of 10, resulting in an owed balance of about \$100,000. After discussion with Mike Flood, Casitas GM, they are unwilling to adjust off any of their billing error, however, we have 6-9 months to pay the balance; so you will see some increased Casitas payables in the next 6 months. Casitas installed the new meter today, 1/19/2021.

Well levels are unchanged at this time. The new service truck has been taken up to Fresno for bed installation. The work is scheduled to take approximately 12 weeks, the check has been cut and ready for the truck pick up. The service truck crane will need to be added to the next fiscal year budget.

WREA and the MOWD Emergency Management Committee recommend purchasing an additional generator for Meiners Rd; request agenda item for February 2021.

A customer on Meiners Rd was experiencing low to no pressure, which prompted some field assessments by the GM, staff and Byrd Electronics Programmer. The pumps had a 10-12 minute delay, which after adjusting the programming seems to have addressed the pressure issue for this customer.

Proposals for removal of the Meiners Rd tank and line management needs to be agendized for the February 2021 Board meeting.

8. Board Secretary Report

Tabled.

9. Board Committee Reports

- Executive Committee: No update
- UVRGA: No update.
- Allocation Program: No update.

- Budget & Rate Committee: Directors Kentosh & Oakland to schedule meeting.
- Emergency Management Committee: No update – ongoing COVID-19 response.
- Staff Procedures Ad-Hoc Committee: Directors Kentosh & Etchart to schedule meeting.
- New Meters & Expansion of Services Committee: Directors Kentosh & Oakland to schedule meeting.

10. Old Business

- State Water: No update.
- Water Supplier Partnership: No update.
- Matilija Dam Removal Project: No update.
- Nitrate Removal – CA Wildlife Conservation Grant: No update.

11. Director Announcements/Reports

Engle: No update.

Harrold: No update.

Kentosh: Board of Ojai Sanitation is addressing ADU connection fees and related CA regulations, need to review our draft New Meters & Expansion of Services policy for compliance.

Oakland: No update.

Etchart: We are region 45, and you may start seeing the crews spraying for the Asian Citrus Psyllids.

12. Meeting Adjournment

There being no further business to conduct at this time, Board President Mike Etchart adjourned the meeting at 7:34 pm.

Board Secretary

Board President