

MINUTES

The meeting was called to order at 6:12 p.m.

1. Roll Call

The meeting was called to order by the Board President Mike Etchart at 6:05 pm at the District Office.

Present were: Board President Mike Etchart, Board Directors, Jim Kentosh, Mike Krumpschmidt, Diana Engle and Larry Harrold. Staff Present: General Manager, Mike Hollebrands and Board Secretary, Summer Ward. Attorney, Lindsay Nielson was also present.

Absent: None.

2. Approval of the minutes

Approval of the August 21, 2018, Regular Meeting minutes:

Mr. Kentosh made the motion to approve the August 21, 2018, Regular Meeting minutes. Mr. Krumpschmidt seconded the motion.

Mr. Krumpschmidt noted item discussed in Board Director Reports/Comments regarding manure pile near well 8 was not brought forward on the agenda for September, as well as a minor typo on item 5b.

Kentosh/Krumpschmidt
All Ayes
M/S/C

3. Public Comments

Ms. Von Gunten – Provided a statement regarding her attendance and past participation on the MOWD Board. Ms. Von Gunten provided an overview of the 10th annual Ojai OK Drill scheduled for Wednesday, September 19th from 7-8:00 pm and handed out laminated drill OK signs. President Etchart and Mr. Hollebrands will discuss agendizing Ms. Von Gunten's item for discussion before the October 16th meeting.

4. Financial Matters

- Approval of Payroll and Payables from August 16th to September 15th, 2018 in the amount of:

| | |
|------------|---------------------|
| Payables - | \$ 158,074.74 |
| Payroll - | <u>\$ 32,077.05</u> |
| Total - | \$ 190,151.79 |

Mr. Kentosh made the motion to approve the Payroll and Payables from August 16th to September 15th, 2018. Ms. Engle seconded the motion.

Ms. Engle inquired about the large expense for the repairs on W. Lomita & Tico and Chesshire totaling \$43,630.12. Mr. Hollebrands reviewed the circumstances surrounding the repair; the board recommended filing an insurance claim to try to recover some or all of the expense.

Public Comment – None.

Kentosh/Engle
All Ayes
M/S/C

5. Board Discussion/Actions

- a) Financial impact report of a 4% COLA increase for staff.
Mr. Hollebrands reviewed the impact of the COLA increase for staff, stating that the increase is reflected in the current approved 2018-2019 budget.
- b) Consideration and approval for a cost-of-living (COLA) increase of 4%.
Mr. Hollebrands and Ms. Ward explained that the increase is reflected in the previously approved budget, the funds, however, were not distributed to each budget line item for payroll tax and retirement previously, they are now reflected on the budget. Mr. Kentosh noted that the board should approve the 3.9% to reflect the COLA documents rather than rounding up to 4%.

Mr. Kentosh made the motion to approve a 3.9% COLA increase for staff effective immediately. Ms. Engle seconded the motion.

Kentosh/Engle
All Ayes
M/S/C

c) General Manager's evaluation and compensation

Mr. Kentosh reported that the Board discussed the GM's performance evaluation and possible compensation during closed session at the August 21st meeting. The Board is pleased with the work performed by Mr. Hollebrands this past year and recommends a 7% merit increase.

Ms. Engle made the motion to approve a 7% merit increase for the GM effective retroactive to July 1, 2018. Mr. Harrold seconded the motion.

Mr. Krumpschmidt requested clarification on how the 7% was determined. Mr. Kentosh explained that last year the Board and GM did a salary study and created pay scales accordingly to bring the MOWD staff closer to like-sized districts' pay scales. The 7% increase will bring the GM closer to market but still slightly below.

Engle/Harrold

All Ayes

M/S/C

d) Approval of MOU with Casitas Municipal Water District

Mr. Hollebrands stated that the MOU document has not changed, however, the Table A attachment has been filled in with the appropriate numbers. Mr. Hollebrands recommends approval of the MOU.

Mr. Kentosh reminded the Board that he voted "No" at the last Board meeting because he had not read the MOU in detail for some time, since the last meeting he has reviewed it and is comfortable with approving the document, although he would prefer clearer language.

Ms. Engle expressed some concerns regarding MOWD following Casitas Drought Staging, in the event of a full aquifer and MOWD's wells are recharged and running at full capacity.

Ms. Engle made the motion to approve the Casitas MOU. Mr. Krumpschmidt seconded the motion.

Mr. Kentosh asked if the Casitas Board has already approved the MOU. Mr. Hollebrands clarified that the Casitas Board requested MOWD Board approval before Casitas.

Engle/Krumpschmidt

All Ayes

M/S/C

e) Review and approve a proposal to rehabilitate wells 1 or 2 or both and install VFDs.

Mr. Hollebrands presented the three bid statements from General Pump, Pacific Coast Well Drilling and Layne Christensen for the rehabilitation of well 1, well 2 and both. Mr. Hollebrands noted that General Pump has recently performed good work for District. The Board reviewed the bid

comparisons. Mr. Hollebrands recommended approving the General Pump steel casing bids.

Mr. Kentosh made the motion to authorize the GM to contract with General Pump not to exceed \$190,000.00 for the execution of 2 stages, starting with well 2 at an initial fee of \$89,311.00 and then at the GM's discretion completion of well 1 at a fee of \$78,960.00, with escape clause to discontinue work if necessary. Ms. Engle seconded the motion.

Ms. Engle reminded the Board of the previous discussion to remain flexible with the contracting so that the District is not obligated to the full bid price if the repairs fail. Mr. Nielson will review the contract language provided by General Pump to ensure flexibility with the two stages of the project. Ms. Engle also requested the Board amend the budget at the time the board approves expenses in a supplemental motion and show the reduction in the end-of-year reserves.

- f) Approval of WREA's project requirements and New Treatment Plant to 35% Design Report.

Mr. Hollebrands presented the project design requirements prepared by WREA for the new Treatment Plant. The goal is to complete the design phase during the 2018-2019 fiscal year and use that information to budget for the project completion in a following fiscal year.

Mr. Kentosh made the motion to approve the WREA scope of work and fee estimate for the New Treatment Plant Design for the amount of \$29,200.00. Mr. Harrold seconded the motion.

Ms. Engle asked why we only have a bid from WREA and not three to review. Mr. Hollebrands explained that MOWD is under contract with WREA for engineering design work.

The Board would like to know the status of MOWD flood insurance for the Treatment Plant.

Kentosh/Harrold

All Ayes

M/S/C

- g) Consideration and approval of draft resolution 09182018 about "Net Zero."

Mr. Hollebrands presented the draft resolution 09182018 Net Zero aimed to protect the District resources and allocation program with future development projects. Currently, the County of Ventura allows applicants to meet net zero within the county boundary, not within the water district boundary. The Board discussed the need to link Net Zero with the existing Moratorium on New Service policy and resolution. Mr. Kentosh & Mr. Krumpschmidt will draft a policy in committee and bring back to the Board for review and approval.

h) New Allocation and Rate Program

Mr. Kentosh stated that the Drought Committee would be meeting on October 1, 2018.

6. General Manager's Report

- **Operations & Maintenance Report – Mr. Hollebrands noted that per Mr. Kentosh's request some additional reports regarding Specific Capacity had been added to the GM report.**
- **Board Standing Committees – The table was updated to reflect revisions requested at the September Board meeting.**
- **Wells 4 & 7 update – Some discussion held in section 5e, the work completed by Layne Christensen on the new well 4 did not include a sounding tube, for checking well level. General Pump was onsite to complete the re-work on the wellhead and should be finalized by September 19th. The start date for the new well 4 is slated for early next week. Mr. Hollebrands stated a need for fencing and security around wells 4 & 7. The Board requested the GM get 3 bids for the fencing work to bring for approval next meeting.**
- **Economic Study Meeting- Mr. Hollebrands noted that a letter was drafted to Casitas from the group requesting that Casitas take the lead in the Economic Study.**

Mr. Kentosh made the motion to continue as a signature on the drafted letter to Casitas asking them to take the lead on the Economic Study if there are prolonged stages 4 and 5 or if the Lake goes dry. Mr. Krumpschmidt seconded the motion.

Ms. Engle expressed concerns regarding the validity of the study, noting the use of surveys and interviews tend to be biased. Additionally, Ms. Engle would like MOWD to focus on a Drought Emergency Plan rather than request Casitas take the lead.

Mr. Krumpschmidt stated it shouldn't be an either/or, MOWD should work on a Drought Emergency Plan and continue to apply pressure on Casitas. The public should be able to get information from each water district. Additionally, the use of interviews and surveys is intended to supplement the data and provide context.

**Kentosh/Krumpschmidt
4-1 Vote Yes, Engle Vote No
M/S/C**

7. Board Committee Reports

- GSA (9/13/2018) – No update.

8. Old Business

- State Water Group– Mr. Kentosh plans to view the next Chautauqua meeting online 9/30/2018 Matilija Auditorium 3-5 pm.
- Ojai Valley Water Group – Next meeting on October 5th at 1:30 pm.
- Matilija Dam Removal – No update
- Cold Water Formation – N update
- Generators – No update

9. Board of Directors' Reports/Comments

Mr. Etchart – The west-facing hillside of Barnard's property had the avocado trees that were damaged during the recent heat wave removed.

Mr. Kentosh – Attended the Casitas Board & Water Resource Committee Meetings recently. Mr. Kentosh asked if the Directors should remain neutral with the Casitas elections. The statistics report draft is finished and he met and reviewed his results with Bruce Keubler. He offered to provide copies to anyone interested in his report.

Mr. Krumpschmidt – Requested that we add the topic of manure near well 8 to the October agenda. Ms. Engle to invite Lexi to speak at a future Board meeting.

Mr. Harrold – asked the Board for more information on who Angelo Spandrio is as his election signs are throughout the valley.

Ms. Engle – had five items to report. A consultant group has been hired for the Matilija Dam Removal to do the modeling study. Ms. Engle has been hired by the Ojai Sanitary District to review a study regarding septic tanks potential impact on surface water quality. Kevin Delano and GeoSyntec, of will hold a TAC meeting in two weeks regarding the Geologic Chapter Richard Hajas is now on the Ojai Groundwater Agency Board. Diana will provide a link to the Wildlife Conservation Board document prepared by Regina Hirsch.

The Board closed the open session at 9:30 p.m.

10. Closed Session: The Board of Directors will hold 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.

- a. General Manager Evaluation – 547957 (b)(1)(2)

At 9:43 p.m. the board closed the closed session and re-opened the open session.

Mr. Nielson stated that in closed session they discussed the GM review with the GM, no actions.

11. Meeting Adjournment

There being no further business to conduct at this time, Board President Mike Etchart adjourned the meeting at 9:44 PM.

President

Secretary