

**Regular Meeting
December 18, 2018
202 West El Roblar Drive
6:00 p.m.**

Meiners Oaks Water District

**Ojai, CA 93023-2211
Phone 646-2114**

MINUTES

The meeting was called to order at 6:00 p.m.

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

Absent: None.

2. Approval of the minutes

Approval of the November 19, 2018, Regular Meeting minutes:

Mr. Krumpschmidt made the motion to approve the November 19, 2018, Regular Meeting minutes. Mr. Kentosh seconded the motion.

Mr. Kentosh and Ms. Engle made a few minor edits on pages 1, 7 and 12. Those changes will be reflected in the published minutes.

The December 3, 2018, Special Board Meeting minutes will be included in the January Regular Board agenda packet.

**Krumpschmidt/Kentosh
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 shared information regarding the upcoming CERT training courses. Ms. Engle plans to attend and share pertinent information with the Board.

Laura Fulmer – Valley Oak Charter School Director present

4. Financial Matters

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

Payables -	\$ 138,719.47
Payroll -	<u>\$ 34,431.03</u>
Total -	\$ 173,150.50

Mr. Harrold made the motion to approve the Payroll and Payables from November 16th to December 15th, 2018. Mr. Krumpschmidt seconded the motion.

Mr. Kentosh asked for clarification on reimbursement for Mr. Hollebrands rental car gas, Mr. Hollebrands stated his work truck was in the shop and had to refuel a rental vehicle.

Ms. Engle asked that the language “Total Assets” be revised on the report of expenses; asked if the Amazon Prime membership is used for ordering office supplies, which was clarified as yes, it is used throughout the year for various supplies.

Ms. Engle requested a line item report of all expenses related to the emergency repairs, to be reported in January.

Mr. Krumpschmidt asked for clarification on how jobs are contracted during emergencies, such as are there limitations or constraints on GM contracting during these events or should there be Board notification and/or approval at the time of the event. The Board briefly discussed the need to revisit the Procurement Policy to set emergency situation thresholds for spending.

Public Comment – Ms. Von Gunten stated that Health & Safety Regulations, insurance, certification, and licensure would be places to start reviewing information related to emergency thresholds.

Harrold/Krumpschmidt
All Ayes
M/S/C

5. Board Discussion/Actions

- a) Board Member Oath of Office

Mr. Hollebrands recited the Oath of Office Statement to Directors Etchart, Kentosh and Harrold (standing with right hand raised), each Director affirmed the Oath and signed written Oath of Office statement.

President Etchart recommended that the Grand Jury report regarding Elections be added to the January Regular Board Agenda.

- b) Discussion of Valley Oak Chart Allocation from Casitas & MOWD will-serve letter

Director Krumpschmidt recused himself from this agenda item discussion and vote, he left the conference room until after voting was completed.

Mr. Hollebrands reviewed the timeline and document history between MOWD, Valley Oak Charter School and Casitas. After a lengthy discussion, the Board was agreeable to granting the requested will-serve letter with four conditions.

Mr. Kentosh made the motion to authorize the GM to provide Valley Oak Charter School a will-serve letter with the following four conditions included: 1) The total baseline allocation for the property served will be 0.45 af/yr, subject to reduction in drought stages; 2) A 1-inch commercial meter must be installed within 2 years, paid for by the V.O.C.S.; 3) Water service is conditional to the validity of the allocation transfer of 0.45 af/yr from CMWD to MOWD; 4) Water use for the property will be subject to the same rates, fees, and restrictions for any other MOWD commercial customer. Ms. Engle seconded the motion.

Public Comment –

Ms. Fulmer, Director of V.O.C.S. restated that V.O.C.S. acted in good faith and felt they had done everything that MOWD has requested.

Ms. Von Gunten wanted to note the effort that went into unraveling all of the information and agrees with the motion made by Director Kentosh.

Kentosh/Engle

4 Ayes – 1 recused (Krumpschmidt was not present during discussion or voting)

M/S/C

- c) Discussion and approval of Draft Allocation Program, Implementation Schedule and Draft Allocation Notice.

Mr. Kentosh stated that the Drought Committee has been working on the revised AP for two years, creating fixed and variable allocations and waiver allocation request process. The Prop 218 Rate setting process will be led by Directors Kentosh and Krumpschmidt. The Prop 218 process requires a 45 day waiting period before public hearing; the committees are aimed for March to adopt the AP and Prop 218 process.

Mr. Kentosh made the motion to authorize staff to post the Draft Allocation Program on the District website and distribute notices to customers in January 2019. Mr. Krumpschmidt seconded the motion.

Mr. Krumpschmidt requested an in-depth training be provided so that the AP is clearly understood. A bill message to customers will be sent with the January billing statements, directing customers to the MOWD website for the draft Allocation Program document. Mr. Kentosh will provide a brief PowerPoint on the AP program at the January Regular Board Meeting.

Ms. Engle reiterated that the Prop 218 Rate Hearing is a separate process from the Allocation Program.

Public Comments –

Ms. Von Gunten thought the AP and Rate discussions were great.

Kentosh/Krumpschmidt

All Ayes

M/S/C

6. General Manager's Report

- **Operations & Maintenance Report –** The report was included in the Board Agenda packet. Of note, Lake Casitas remains at only 30.5% of capacity; the Casitas Board will review moving to Stage 4 each month. Weekly staff meetings continue to be held and seem to be helpful in improving office communication.
- **Economic Study Meeting-** Mr. Hollebrands stated that the Casitas Board had not yet reviewed the letter, the letter will be reviewed and agendized for a future CMWD Board meeting.
- **Wells 1 and 2 Update–** Mr. Hollebrands reported that the permit for Well #1 had been received and work will begin this week. VFD's for wells 1 & 2 may not work based on current information and circumstances. Mr. Kentosh will meet with Mr. Hollebrands to help troubleshoot VFD/Chlorination issues. No decision is to be made regarding the VFD's before the January Regular Board meeting.
- **Well 4 Comments: Third party test for vibration –** Layne Christensen continues to evaluate well #4, they will be bringing in a 3rd party vendor to help assess the vibration issue.
- **MOU –** Mr. Hollebrands stated that MOWD is waiting on the signed copy Casitas MWD.

7. Board Committee Reports

- **GSA (No December Meeting)**
- **Drought Committee – Discussed in Item 5c.**

8. Old Business

- **State Water– No update.**
- **Ventura, Ojai Water Conjunctive Use Partnership – No update.**
- **Matilija Dam Removal – No update.**
- **Cold Water Formation – No update.**
- **Generators – No update.**
- **Manure near Well 8 – No update.**

9. Board of Directors' Reports/Comments

Ms. Engle – None

Mr. Harrold – None

Mr. Kentosh – Mr. Kentosh stated there is a new project he would like to be involved in regarding budget development for the Casitas valve vault problem, including a pressure sustaining valve.

Mr. Krumpschmidt – Mr. Krumpschmidt asked if there was an update on the cold water formation project, of which Mr. Hollebrands stated no update. Additionally, Mr. Krumpschmidt requested an update on the Matilija Dam Removal project, given the Proposition failure. Mr. Hollebrands stated the long term project is still active despite losing that source of funds.

Mr. Etchart – Mr. Etchart requested that an informational link to a news article be added to the MOWD website for the Channel Keeper lawsuit.

The Board closed the open session at 7:55 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.

- **Conference with Legal Counsel – Existing Litigation (Paragraph (1) of subdivision (d) of Section 54956.9)**
 - **Meiners Oaks Water District vs. Moll, Ostling and Ojai Vista Farms 56-2018-00515474-CU-OR-VTA/**
 - **State Case: SBCK vs. SWRCB, San Francisco Superior Court, Case # CPF-14-513875**

At 8:55 p.m. the board closed the closed session and re-opened the open session.

Mr. Nielson stated that in closed session they discussed the Moll and ChannelKeeper/City of Ventura Cross-Complaint status reports.

11. Meeting Adjournment

There being no further business to conduct at this time, Board President Mike Etchart adjourned the meeting at 8:57 pm.

President

Secretary