

MINUTES

The meeting was called to order at 6:02 p.m.

1. Roll Call

The meeting was called to order by the Board President Mike Etchart at 6:02 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:

2. Approval of the minutes

Approval of June 18, 2019, Regular Meeting minutes:

Ms. Engle made the motion to approve June 18, 2019, Regular Meeting minutes. Mr. Harrold seconded the motion.

Ms. Ward to make a minor spelling correction on page 4, item 9.

Engle/Harrold
All Ayes
M/S/C

3. Public Comments

Ms. Von Gunten – was present.

4. Financial Matters

- Approval of Payroll and Payables from June 16 to July 15, 2019 in the amount of:

Payables -	\$ 125,065.49
Payroll -	\$ 35,355.13
Total -	\$ 160,420.62

Mr. Harrold made the motion to approve the Payroll and Payables from June 16 to July 15, 2019. Ms. Engle seconded the motion.

Mr. Kentosh asked for clarification on the \$1860 for envelopes and postage; Ms. Ward explained those were the expenses related to mailing out the annual Consumer Confidence Report to all active customers.

Public Comment – None.

Harrold/Engle
All Ayes
M/S/C

5. Board Discussion/Actions

- a) **Approval of 2019-20 Fiscal Year Budget and Resolution 20190716**
Mr. Hollebrands reviewed that Ms. Fanning presented the draft audit last month, approved with a few requests for revision. The Board reviewed the final documents. The Board expressed satisfaction with the new MOWD fiscal auditing firm.

Mr. Kentosh made the motion to approve the 2019-2020 Fiscal Year Budget Resolution 20190716. Mr. Krumpschmidt seconded the motion.

Roll Call:

Kentosh – Y

Harrold – Y

Etchart – Y

Krumpschmidt – Y

Engle – Y

All Ayes
M/S/C

- b) **Discussion of District Operational Redundancy**
Mr. Hollebrands introduced the topic of operational redundancy for times when staff are absent and if the GM is unavailable, i.e., turning valves, treatment plant, tanks, etc. Mr. Krumpschmidt expressed concern for coverage of the District, recommended forming a standing committee.

Public Comment:

Ms. Von Gunten recommended using the COOP template that includes roles, contacts, mutual aid, and back up processes for finances.

- c) **Member Agency Cash Advances Agreement with Upper Ventura River Groundwater Agency.**

Mr. Hollebrands explained that this item was discussed at a previous Regular Board meeting, it was originally intended for an amount up to \$45,000. However, it was later decided that \$30,000 would be adequate.

The repayment terms are zero interest and to be repaid in full by fiscal year 2022/2023. The Board supports signing the agreement.

Mr. Kentosh made the motion to authorize the Board President and Secretary to sign the Cash Advances Agreement with Upper Ventura River Groundwater Agency. Mr. Krumpschmidt seconded the motion.

Kentosh/Krumpschmidt
All Ayes
M/S/C

6. General Manager's Report

- **Operations & Maintenance Report**

Mr. Hollebrands the District has two new field operators, now on week 5. Tony Rodriguez, an entry-level operator; he is scheduled to take his certs next month. Brad Erickson, Certified Lead Operator; completed Water Science degree at Ventura College. Both operators have hit the ground running. All wells are running, Well #4 is still producing air, #2 has started producing air. Mr. Hollebrands stated that he would like to engage with a company to video down-hole in Well #4 to assess production levels. Mr. Hollebrands recommends holding off on pulling Well #4 until the lower demand months in the Winter. Well #2 production is still being impacted by the Thomas Fire.

Mr. Krumpschmidt expressed concerns regarding MOWD's financial responsibility for resolving Well #4 production limitations, when the hired contractor Layne Christiansen and Jordan Kear, Hydrogeologist oversaw and completed the project.

Mr. Kentosh recommended reaching out to C. Hopkins, Hydrogeologist, to review the work done and make recommendations.

Mr. Hollebrands also reported that there were two leaks this past month. The first occurred on S. Rice July 11th when the contracted crew for Edison hit a MOWD mainline (that was marked), all related repair costs will be paid by Edison. The second leak was down on a customer's property on Oso Rd, approximately 1,000 units wasted.

Mr. Hollebrands stated that he spoke with Mike Flood, GM at Casitas and the MOWD will receive the same allocation as 2018.

The Board requested that the table for production be changed from "typical" to "designed," and spelling correction on Director Etchart's first name on the Board term dates.

- Updated Board Committees – No update.

7. Board Committee Reports

- GSA – Ms. Engle announced that she was voted in as the new GSA Chair at the July 11th meeting. Ms. Engle also stated that Bryan Bondy,

Executive Director for the UVRGA shared with her that Ms. Ward is performing great, solved some lingering problems and has been a great asset in her short time working for UVRGA.

- Executive Committee Report – No update.
- Budget/Rate Committee Report – Mr. Kentosh reported that the draft budget is ready, pending allocation program.
- Allocation Program Committee Report – Ms. Engle stated that she met with Ms. Ward regarding the next phase of calculations and identification of some policy decisions that will need to be formalized.
- New Meters and Expansion Committee Report – No update.

8. Old Business

- State Water – No update.
- Ojai, Ventura Water Partnership – No update.
- Matilija Dam Removal Update – No update.
- Cold Water Formation – No update.
- Generators – Mr. Hollebrands stated that he has been researching generators that would suit MOWD needs, budget allocation in place but is not adequate to cover the expense. Mr. Hollebrands stated that a decision point for the Board is to hardwire backup generators at each location vs. Kirk Key setup; locations include Treatment Plant, Wells 4 & 7, Zones 1 & 2 (not District Office).
- Special Districts Grand Jury Report – Mr. Etchart requested this remain on the agenda for an additional month.
- Grand Jury Report – Mr. Etchart requested this remain for one additional month.

Public Comment-

Ms. Von Gunten recommended contacting the County Office of Emergency Services for generator setup ideas and resources.

9. Board of Directors' Reports/Comments

Mr. Etchart – Mr. Etchart noted the extensive amount work Southern Ca Edison is performing in the valley.

Mr. Kentosh – Mr. Kentosh requested that “Grant Projects” be added to item 8. MOWD grant proposals for Nitrate Removal (\$45,000); Mr. Kentosh and Mr. Hollebrands will attend the Ojai Sanitation District meeting 7/15/2019 regarding Nitrate Removal. Mr. Kentosh stated the next step is the feasibility study and agreements.

Mr. Harrold – Mr. Harrold stated that the manure pile next to the Collins property has not been removed and is growing in size. Attorney Neilson will check with the County regarding CUP status for the property. Ms. Engle recommended attending and addressing this Health & Safety regulation at the Water Resource Board meeting.

Ms. Engle – None.

Mr. Krumpschmidt – Mr. Krumpschmidt had a question regarding the Lifetime Benefits of employees covered in the Audit documents. Additionally, a personal friend was contacted by Primary Water Resource Group to try to reach the MOWD Board. Mr. Hollebrands explained who that group is and that they have been contacting every pumper (private and districts).

Mr. Hollebrands announced the passing of a retired employee, Jim McIntosh. He had worked for the District for over 20 years; he will be missed.

The Board went into closed session at 8:05 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 – Personnel 54957 (b)(4)**
- **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**

The board adjourned closed session at 8:54 pm.

Attorney Nielson stated that in closed session, they discussed updates on the ChannelKeeper and Moll cases. No decisions were made during the closed session.

11. Meeting Adjournment

There being no further business to conduct at this time, Board President Mike Etchart adjourned the meeting at 8:55 pm.

President

Secretary