

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 & Board Secretary, Mike Hollebrands and Attorney, Lindsay Nielson.

Absent: Summer Ward, Board Secretary.

2. Approval of the minutes

Approval of August 20, 2019, Regular Meeting minutes:

Mr. Kentosh made the motion to approve the August 20, 2019, Regular Meeting minutes. Ms. Engle seconded the motion.

No public comments.

Mr. Kentosh requested language in item 5 be revised to reflect that the board requested that the GM explore alternatives to Roundup.

Kentosh/Engle
All Ayes
M/S/C

3. Public Comments

Beth Von Gunten – was present at the meeting.

4. Financial Matters

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

Payables -	\$ 49,340.54
Payroll -	<u>\$ 34,619.59</u>
Total -	\$ 83,960.13

Mr. Kentosh made the motion to approve the Payroll and Payables from August 16 to September 15, 2019. Mr. Krumpschmidt seconded the motion.

Public Comment – None.

Ms. Engle inquired whether the motion could be changed to receive and file, instead of approving expenses that have already been paid.

Kentosh/Krumpschmidt
All Ayes
M/S/C

5. Board Discussion/Actions

a) Approval of Budget Amendment Resolution 091719

Mr. Hollebrands reported that as a result of Southern California Edison's PSPS program, the District budget for purchasing generators and upgrading panels needs amendment to account for the cost overages. The GM has bids for generators and the panel upgrades, additional bids will be requested. Mr. Hollebrands requested approval to adopt a budget amendment increasing Generator/Panel Upgrades by the amount of \$65,000.00, for a total of \$140,000.00; for the purposes of emergency preparedness.

Mr. Krumpschmidt made the motion to approve panel upgrade work, not to exceed \$30,000.00. Ms. Engle seconded the motion.

Mr. Kentosh stated he originally was skeptical about the need for District Generators, however, with Southern California Edison new shut-offs for hazardous weather events, the District will need to prepare for potential power outages.

Mr. Harrold asked how long can our tanks sustain the district if is without power. Mr. Hollebrands stated approximately 2.5 days, if everyone is conserving. This would pull from District emergency reserve and fire suppression.

Mr. Krumpschmidt recommends drafting a policy to address water conservation during power outages, as well as a bill stuffer to alert customers.

The Board would like to table the Budget Amendment Resolution until the November meeting, to include additional cost for stationary zone 1 & 2 generac type generators and maintenance expenses for total budget adjustment. Recommend focusing on field generators before District office panel upgrade.

Krumpschmidt/Engle
All Ayes
M/S/C

- b) Approval to purchase emergency generator for all district facilities in the amount of \$110,485.41

Discussion for this item occurred under item 5(a). Generator purchase and necessary budget amendment will be tabled to next meeting. The Board directed the GM to complete the electrical panel upgrad work for each site in preparation for the purchase of generator(s), for an amount not to exceed \$30,000, which is within the current generator budget of \$75,000.

- c) Approval of Resolution 091719-1, Updated Employee Manual

Mr. Etchart introduced the Committee review process for the Updated Employee Manual, including review by a Labor Law Attorney. The review process was performed by Directors Etchart & Krumpschmidt and the GM, Mr. Hollebrands. Ms. Engle prepared edits and provided her recommended changes to the Committee members for consideration.

Ms. Engle made the motion to approve the Resolution 091719-1, Updated Employee Manual, with the discussed administrative changes. Mr. Harrold seconded the motion.

The Board discussed adding a max accumulation of time off for the GM, the consensus was a 6 week cap. The Board would like to receive a version of the manual with tracked changes to assure all updates were made appropriately.

Roll Call:

Kentosh – Y

Harrold – Y

Etchart – Y

Krumpschmidt – Y

Engle – Y

Engle/Harrold

All Ayes

M/S/C

6. General Manager's Report

- Operations & Maintenance Report – Mr. Hollebrands reported that the District continues to meet demand with our wells, no major repairs to report. The GM stated that Ms. Ward revamped the MOWD website, he encouraged the Directors to check it out when they have time. Mr. Hollebrands announced the District is moving towards offering online bill pay, by request of the customers. Mr. Nielson shared that VRWD recently had a negative experience with their 3rd party and recommends MOWD

closely monitor customer feedback. Additionally, the Directors were curious how MOWD can get added to the local branches as a “payee” for bill pay. Mr. Hollebrands stated that he recently rented two generators for SCE related outages, OilField Electric came onsite to assist with connection.

- Updated Board Committees – Remove from agenda.

7. Board Committee Reports

- GSA – Dark in September.
- Executive Committee Report – Updated Employee Manual
- Budget/Rate Committee Report – On hold for Allocation Program.
- Allocation Program Committee Report – Pending complex case investigation.
- New Meters and Expansion Committee Report – No update.
- Emergency Management Committee Report – No update, generator discussed above.

8. Old Business

- State Water – Mr. Kentosh stated that he, Director Krumpschmidt and the GM attended the Ojai/Ventura Water Partnership meeting 9/16/19. RFP pipeline design and pursuing right of way. Casitas reports that they are working with the City of Ventura on the project.
- Ojai, Ventura Water Partnership – Mr. Kentosh stated most discussion was about State Water and Regina is looking for the next round of grants.
- Matilija Dam Removal Update – No
- Cold Water Formation –
- Generators – remove from old business.
- Special Districts Grand Jury Report – No update.
- Grant Projects: Nitrate Removal & Blending and Cold Water Formation – Mr. Kentosh received an update from Regina, Resource Conservation District working on getting grant decisions out to recipients between November and January. Ms. Engle recommends keeping in the loop with the Sanitation District regarding grant and project status. Mr. Kentosh to send update letter to Jeff Palmer.

9. Board of Directors’ Reports/Comments

Mr. Etchart – No report.

Mr. Krumpschmidt – apologized for how the topic of dissolving the District may have impacted everyone; the intent was to be open about discussing the topic, not to hurt anyone. Mr. Krumpschmidt stated he did not anticipate the trickle down to staff. He was hoping to help address the challenge with coverage of a small staff and feasibility.

Mr. Kentosh – Researched water laws regarding previous conversation about merging with another district such as VRWD. The governing body

would be LAFCO, would the Board like him to contact LAFCO to find out more information. Mr. Krumpschmidt expressed concern about the perception of staff during this consideration and would like to reassure staff. Ms. Engle expressed dissatisfaction with the way this topic was brought forward; these conversations should be had within our Board first before discussing with other agencies.

Mr. Kentosh agreed to hold off on contacting LAFCO.

Mr. Harrold – asked how the large tank is holding up, Mr. Hollebrand stated it is included the capital improvement program to get an engineering study performed; that tank sits on an exclusive easement. Additionally, Mr. Harrold asked if anyone else received an emailed Casitas State Water Survey, the results will be compiled by Casitas.

Ms. Engle – County General Plan reviewed, of note in the Ojai Area section 64-2, speaks to new discretionary projects and limiting water demand; she recommended the New Meters & Services Committee review the plan for more information.

The Board went into closed session at 8:55 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 – 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 9:31pm.

Attorney Nielson stated that in closed session, Mr. Nielson reported updates on the Moll and ChannelKeeper cases. No actions were taken and 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 9:32 pm.

President

Secretary