

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, Diana Engle, Christian Oakland, and Larry Harrold. Staff Present: General Manager, Mike Hollebrands, Board Secretary, Summer Ward and Attorneys, Stuart Nielson, Jeanne Zolezzi, and Greg Jones (closed session only).

Absent: None.

2. Approval of the Minutes

Approval of January 19, 2021, Regular Meeting minutes:

Director Kentosh made the motion to approve January 19, 2021, Regular Meeting minutes. Director Harrold seconded the motion.

No public comments.

Kentosh/Harrold

Roll Call Vote:

Etchart – Y Engle – Abstain Harrold – Y Kentosh – Y Oakland – A
All Ayes – 1 Abstain (Engle – Absent 1/19/21)
M/S/C

3. Public Comments

Ms. Von Gunten was present, provided a statement of attendance, and added that she has had conflicting board meetings, will continue to attend when available.

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

**** J. Zolezzi joined the meeting at 6:10 pm****

**** G. Jones joined the meeting at 6:15 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

**** J. Zolezzi left the meeting at 6:41 pm****

**** G. Jones left the meeting at 6:55 pm****

**** The Board adjourned closed session at 8:10 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
January 16 to February 15, 2021, in the amount of:**

Payables -	\$ 148,627.85
Payroll -	<u>\$ 39,829.65</u>
Total -	\$ 188,457.50

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

No Public Comment

Harrold/Oakland

Roll Call Vote:

Etchart – Y Engle – Y Harrold – Y Kentosh – Y Oakland – Y

All Ayes

M/S/C

6. Board Discussion/Actions

**a) Discussion and update on the new General Manager recruitment.
(Etchart/Kentosh)**

Directors Etchart and Kentosh updated the Board on the recruitments efforts. The District has created job ads and outreach, with interviews being scheduled for 4-5 candidates. The interview panel will include representatives from Ventura River Water District and the City of Ventura Water.

No public comment.

No motion.

b) Discussion of temporary re-assignment of General Manager authorities and responsibilities. (Kentosh)

Director Kentosh provided a summary of duties that will need to continue during the transition to a new GM, including check signing. The Executive Committee will be discussing options, as well as possible in-office assistance. The option for an interim-GM will be addressed if there are delays in the recruitment process.

No Public Comments.

No motion.

c) Discussion of a possible Mutual-Aid Agreement with Ventura River Water District. (Etchart/Kentosh)

Director Kentosh stated that he has talked with VRWD Director Bruce Keubler and General Manager Bert Rapp, about merging the two districts. Director Kentosh noted that this is not the right time to merge but a good time to start the discussion.

Director Etchart provided direction to proceed with discussions.

No Public Comments.

No motion.

d) Discussion and considerations of Water Quality testing tools for nitrates at Well 8. (Engle)

Tabled.

No Public Comments.

No motion.

e) Resolution 02162021: Recognition of Mike Hollebrands' years of service. (Etchart)

Director Etchart announced Resolution 02162021: Recognition of Mike Hollebrands' years of service.

Director Engle made the motion to approve Resolution 02162021: Recognition of Mike Hollebrands' years of service. Director Kentosh seconded the motion.

No Public Comments.

Engle/Kentosh

Roll Call Vote:

Etchart – Y Engle – Y Harrold – Y Kentosh – Y Oakland – Y

All Ayes

M/S/C

7. General Manager's Report

Mr. Hollebrands presented the monthly GM Operations and Maintenance report. Rainfall totals have been down this winter, hoping for a miracle March. The District turned off the Casitas connection on February 2, 2021. Standard Industries will be providing a quote for the Meiners Road tank removal. WREA submitted the RFP for the Treatment Plant today; look good will hold for Director Kentosh to review and bring to a future meeting for approval. There were no serious leaks or repairs this past month. General Pump will be starting to work at Well #1 on 2/17/2021. The meter reading system tough-pads are on hand and awaiting system training. Mr. Hollebrands noted that he had attended 186 of the past 188 MOWD regular board meetings.

8. Board Secretary Report

Ms. Ward presented the monthly Board Secretary report. The recruitment campaign for the General Manager position began on 1/25/2021. The customer account aging report showed 32 accounts with balances over 4 months delinquent, totaling \$7,665.44. Ms. Ward stated that notices would be mailed to each delinquent account, requesting that they contact the office to either make a payment or to make a payment arrangement. It is recommended that any customer that does not respond to the contact request may be subject to a flow restrictor at the meter. The intent is to engage the customers that have not made contact or attempt to make a payment arrangement. Customer billing and service orders were average for the time of year, with 89 service orders, 12 account turnovers, and a total AR of \$115,479.25.

Ms. Ward stated that the allocation program's billing system template changes are underway on the test side; once testing is completed, the changes will move over to production. The Beacon meter reading system is in process. The system configuration and the data file template were completed on 2/3/2021, training to be scheduled.

9. Board Committee Reports

- Executive Committee: GM recruitment and applicant interviews.
- UVRGA: Director Engle reported that the GSA would be defining measurable objectives and minimum thresholds for groundwater elevations that correspond to effects on the surface water depletion using available criteria to decide river flow values that need to be connected to groundwater pumping. The GSA will be making these policy decisions over the next 2-3 months. The groundwater/surface water hydrogeological model is being developed by consultants, Intera. UVRGA will be hosting the second public workshop on March 2, 2021, at 4:00 pm with a presentation by Intera.
- Allocation Program: No update.
- Budget & Rate Committee: Directors Kentosh & Oakland to schedule meetings.
- 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 will schedule meetings, review draft policy with ADU's and other regulatory requirements.

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.
- COVID-19 Office Repopulation: Ms. Ward and Ms. Malone have returned to in-office work full-time, District Office remains closed to the public.

11. Director Announcements/Reports

Engle: Director Engle shared that she has been hired by the Ventura River entities (through her employer) to do a technical evaluation of the first five years of monitoring data related to algae in the river. The state believes the nitrate concentrations in the river are driving the algae. Diana will be presenting her findings in June at the Ventura River Watershed Council, which may be of interest to some, as it relates to our one site that has higher nitrate concentrations.

Harrold: No update.

Kentosh: No update.

Oakland: No update.

Etchart: Cheers to Mr. Hollebrands; thank you for your service!

12. Meeting Adjournment

There being no further business to conduct at this time, Board President Mike Etchart adjourned the meeting at 9:09 pm.

Board Secretary

Board President