

Regular Meeting
June 15, 2021
6:00 pm

Meiners Oaks Water District
202 W. El Roblar Drive
Ojai, CA 93023-2211

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 6:00 pm via teleconference.

2. Roll Call

Present: Board President, Mike Etchart, Board Directors: James Kentosh, Christian Oakland, and Larry Harrold. Staff Present: General Manager, Justin Martinez. Attorney Present: Stuart Nielson.

Absent: Director, Diana Engle and Board Secretary, Summer Ward.

3. Approval of the Minutes

Approval of May 18, 2021, Regular Meeting Minutes

Director Kentosh made the motion to approve May 18, 2021, regular meeting minutes. Director Oakland seconded the motion.

No public comment.

Director Kentosh commented that the minutes are looking very good.

Kentosh/Oakland

Roll Call Vote:

Etchart - Y Engle- Absent Harrold - Y Kentosh - Y Oakland – Y

All Ayes – M/S/C

4. Public Comments

- Ms. Von Gunten was present, provided statement of attendance.

****The Board went into closed session at 6:06 pm****

5. 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 v. SWRCB, San Francisco Superior Court, Case # CPF-14-513875
- Meiners Oaks Water District v. Moll, Ostling and Ojai Vista Farms 56-2018-00515474-CU-OR-VTA/
- Personnel Matters

****The Board adjourned closed session at 6:26 pm****

Attorney S. Nielson stated that the Board discussed current ongoing litigation and personnel matters in closed session, and no actions were taken.

6. **Financial Matters**

Approval of Payroll and Payables from May 16 to June 15, 2021, in the amount of:

Payables:	\$100,576.96
Payroll:	<u>\$ 40,293.10</u>
Total:	\$140,870.06

Director Harrold made the motion to the Payroll and Payables from May 16 to June 15, 2021. Director Kentosh seconded the motion.

No public comment.

Harrold/Kentosh

Roll Call Vote:

Etchart - Y	Engle- Absent	Harrold - Y	Kentosh - Y	Oakland – Y
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All Ayes – M/S/C

7. **Board Discussion/Actions**

a. Resolution 06152021: Larry Harrold years of service. (Etchart)

Director Kentosh read Resolution 06152021, commending Director Harrold for his 10 years of distinguished service to the Meiners Oaks Water District.

Director Kentosh made the motion to approve Resolution 06152021: Larry Harrold years of service. Director Oakland seconded the motion.

No Public Comment

Kentosh/Oakland

Roll Call Vote:

Etchart - Y	Engle- Absent	Harrold - Y	Kentosh - Y	Oakland – Y
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All Ayes – M/S/C

b. Discuss and consider selection of contractor and approval for Meiners Rd. antenna foundation and conduit. (Martinez)

Mr. Martinez stated that this request is for the Meiners Rd. antenna foundation and installation of a 1" conduit at the new tower location. The job specifications were sent to three firms, including Evans Excavating (\$6,545), Toro (\$9,251) and Sam Hill & Sons (\$10,000). Mr. Martinez recommended selecting Toro at \$9,251. The Evans quote was not to job specifications and Sam Hill came in higher. Toro has a good work history with the District and Mr. Martinez is confident in selecting the firm for this project.

Director Kentosh requested follow-up on items related to this matter from the previous meeting. Mr. Martinez shared that Bob at Byrd Electronics confirmed that MOWD uses public frequencies and does not require FCC licensing. The follow-up onsite meeting with Mr. Hill is still pending.

Public Comment:

Ms. Von Gunten agreed that it was good that FCC license was not required and recommended the District reach out to a local Ham Radio expert for guidance on tower placement.

Director Harrold made the motion to approve selection of Toro for \$9,521 in accordance with the job specifications. Director Oakland seconded the motion.

Harrold/Oakland

Roll Call Vote:

Etchart - Y Engle- Absent Harrold - Y Kentosh - Y Oakland – Y

All Ayes – M/S/C

c. Discuss and select a consultant for preparing for a nitrate removal feasibility study. (Kentosh)

Director Kentosh reviewed that MOWD originally received bids from three firms, one then requested to be removed due to lack of availability. Directors Kentosh, Oakland and Mr. Martinez held interviews with the two remaining firms. Both firms are highly qualified. Directors Kentosh, Oakland and Mr. Martinez were in agreement with the recommendation to proceed with Chris Martin, PE and the MKN firm for the nitrate removal feasibility study.

Director Kentosh stated that the Committee is requesting approval to proceed with negotiations and bring the agreement to the July meeting for approval. Director Kentosh will be drafting a white paper to include with the draft agreement.

No Public Comment.

Director Kentosh made the motion to approve selection of MKN & Associates for the nitrate removal feasibility study and authorize the GM to begin negotiating the agreement. Director Oakland seconded the motion.

Kentosh/Oakland

Roll Call Vote:

Etchart - Y Engle- Absent Harrold - Y Kentosh - Y Oakland – Y

All Ayes – M/S/C

d. Status update on search for replacement Director. (Kentosh)

Director Etchart reported that an Executive Committee will be held in the next week to review the candidates and establish the process for interviews. Director Kentosh added that MOWD has three solid candidates to consider. The full board will likely hold a special meeting to conduct the interviews, and vote on the appointment of the new Director.

Public Comment:

Ms. Von Gunten shared that all publicly appointed positions need to be held in open session and must meet the election timelines, to avoid having the county appoint a Director.

Mr. Martinez noted that Ms. Ward had already researched the county requirements and will share those with the Executive Committee.

e. Status update on FY 21-22 Fiscal Budget. (Kentosh/Martinez)

Mr. Martinez stated that he and staff have drafted the FY 21-22 budget, with a few line items that were previously blended. Data reports are being pulled to separate out some of the expenses for clarity. The draft budget is almost complete and ready for Budget Committee review.

No Public Comment.

f. Status update on the annual Consumer Confidence Report 2020. (Martinez)

Mr. Martinez stated that this was his and Ms. Ward's first time producing a CCR, so they reached out to the District contact at the State Division of Drinking Water for assistance. Of note, related to Copper, there was 1:20 at 1.3, which meets the action level required, but fell within the 90th percentile. Due to the current report formatting, the DDW recommended adding a footnote, as shown in the 2020 CCR. We were informed that DDW and FGL are currently working on revising the report template for future reporting. The 2020 CCR has been posted online and will be mailed hardcopy to each customer.

Public Comment:

Ms. Von Gunten asked why that one sample would have been higher. Mr. Martinez explained that these samples are taken by customers at their service site and could be the result of an old copper service line on the customer side. Ms. Von Gunten made a public records request for any MSDS for the filtration plant, tank liner and any other plastic coated materials in regards to PFAF. Mr. Martinez is to provide those MSDS's to Ms. Von Gunten, as well as look into the detection monitoring of PFAFs.

8. General Manager's Report

Mr. Martinez reported that the Casitas Lake level has dropped to 37.1%. The Meiners Rd. tank tower was previously approved, however, the base is on backorder until mid-July. Oil Field Electric will be onsite to install the new scada panel. Mr. Martinez noted that Well 8 site clean-up has been completed and looks great. Previously, in 2014 when Well 8 was taken offline for high nitrate levels, the previous GM stopped the water sampling. Mr. Martinez worked with FGL to obtain the archived data and restarted bi-weekly sampling to establish a new baseline, and will move to monthly sampling thereafter. Mr. Martinez and Ms. Ward met with Badger Meter regarding radio reads and pricing so that budgetary plans can be discussed. Mr. Maxwell is nearly done drafting the SOPs for generator hookup at each site, Director Oakland will be assisting with the SOP in-field testing.

Mr. Martinez reported on a main line leak that occurred on S. Rice Rd, a mismarked line was hit by a Hotline crew. The District installed an additional valve at that site. There were two service line leaks that occurred on El Camino and S. Padre Juan.

Well level low alarms were becoming frequent, slowed the VFD to stay at a safe pumping level, GPMs down but not purchasing water.

Mr. Martinez received an alert regarding a potential Chlorine Gas shortage from DDW. The District was assured that drinking water is the highest priority for health and safety and should not be affected. The District's chemical supplier reported that they have had staffing issues, which are causing some delivery delays. Mr. Martinez is recommending increasing the onsite inventory.

SeCorp has received some of the equipment, but waiting on the SCBA kit to arrive, at that time field staff will receive their training and fit testing on the new safety equipment. Additionally, an onsite assessment was performed to get configuration and pricing for Chlorine alarms for each well site, hooked into the scada system.

Applications for the Temp Helper position have been reviewed and there are 5 candidates to interview, Mr. Martinez will conduct along with the Executive team.

Director Etchart asked how long Mr. Martinez thinks the District can go without purchasing Casitas water. Mr. Martinez explained some possible rezoning of the customers served by each Casitas connection, to potentially reduce the amount

purchased. Director Kentosh to discuss the Casitas allocation (historically 1,016 af/yr) with Mr. Martinez.

Public Comment:

Ms. Von Gunten shared that from an emergency management standpoint, it would be a good idea to increase the onsite chlorine cylinder inventory, and assure that they are all secured properly.

9. Board Secretary's Report

Mr. Martinez reviewed the Board Secretary report in Ms. Ward's absence. The 2020 CCR was posted on the District website June 11 and will be included in the June customer billing statements. Delinquent customer accounts have been improving and Ms. Ward will be working with those customers to establish payment plans and send out additional reminders to those customers. The Nitrate Grant progress report is coming due on July 10.

No Public Comment.

10. Board Committee Reports

- Executive Committee: No report.
- UVRGA: No report.
- Budget/Rate Committee: See item 7e.
- Emergency Management Committee: No report.
- Staff Procedures Committee: No report.
- New Meters & Expansion of Services Committee: No report.

11. Old Business

- State Water: Director Kentosh shared that in review of the Casitas board meetings, it appears they are moving forward with plans to connect to State Water.
- Water Supplier Partnership: No update.
- Matilija Dam Removal Update: Director Etchart noted that the bridge work has started.
- Nitrate Removal: CA Wildlife Conservation Grant : No update.

12. Director Announcements/Reports

John Russell, Director Candidate joined the meeting at 7:30 pm

- Director Engle: Absent.
- Director Harrold: Is Casitas planning to connect to State Water through Carpentaria? Director Kentosh noted that according to Casitas board meetings, yes, they are pursuing connections through Ventura and Carpentaria. Director Harrold then asked Mr. Martinez if he is familiar with Shaw Construction, and if he would consider them for future projects? Mr. Martinez replied that he has had a positive experience with Shaw Construction in the past and will keep them in mind for future bid work. Director Harrold sang that he was so glad to have had this time together.

- Director Oakland: No report.
- Director Kentosh: Invited Director Harrold to swing by for a visit when he is in the neighborhood.
- Director Etchart: No report. Thank you John for joining us tonight. Thank you again, Larry for your time with us on the board.

13. **Meeting Adjournment**

There being no further business to conduct at this time, Board President, Mike Etchart adjourned the meeting at 7:39 pm.

Board Secretary

Board President