

Regular Meeting  
January 17, 2023  
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, Joe Pangea, and Christy Cooper. Staff Present: General Manager, Justin Martinez, and Board Secretary, Summer Ward. Attorney Present: Stuart Nielson.

**Absent:** Christian Oakland

### 3. Approval of the Minutes

**Approval of December 20, 2022, Regular Board Meeting minutes.**

Director Cooper made the motion to approve the December 20, 2022, Regular meeting minutes. Director Pangea seconded the motion.

No Public Comment.

Cooper/Pangea

**Roll Call Vote:**

Etchart - Y          Kentosh - Y          Oakland – A          Pangea – Y          Cooper - Y

(4) Ayes- M/S/C

(1) Absent - Oakland

### 4. Public Comments

- None

### 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 vs. SWRCB, San Francisco Supreme Court, Case# CPF-14-513875

The Board did not hold a Closed Session.

6. **Financial Matters**

**Approval of Payroll and Payables from December 16, 2022, to January 15, 2023, in the amount of:**

Payables: \$121,445.25  
Payroll: \$ 48,355.82  
Total: \$169,801.07

Director Kentosh made the motion to the Payroll and Payables from December 16, 2022, to January 15, 2023. Director Pangea seconded the motion.

No Public Comment.

Kentosh/Pangea

**Roll Call Vote:**

Etchart - Y      Kentosh - Y      Oakland – A      Pangea – Y      Cooper- Y

(4) Ayes – M/S/C

(1) Absent - Oakland

7. **Board Discussion/Actions**

**a. Election of the Board Officers. (Etchart)**

Director Kentosh made the motion to nominate Director Etchart to the position of Board President for one year. Director Cooper seconded the motion.

No Public Comment.

Kentosh/Cooper

**Roll Call Vote:**

Etchart – Y      Kentosh – Y      Oakland – A      Pangea – Y      Cooper – Y

(4) Ayes – M/S/C

(1) Absent – Oakland

Director Etchart stated that he spoke to Director Oakland prior to the meeting, and Director Oakland is open to continuing as Vice President.

Director Cooper made the motion to nominate Director Oakland to the position of Board Vice President for one year. Director Pangea seconded the motion.

No Public Comment.

Cooper/Pangea

**Roll Call Vote:**

Etchart – Y    Kentosh – Y    Oakland – A    Pangea – Y    Cooper – Y

(4) Ayes – M/S/C

(1) Absent - Oakland

**b. Board Committee Membership. (Etchart)**

Director Etchart reviewed the existing Board Committee Membership and District Representatives. The Board agreed on the Committee assignments. 2023 Committee Membership: (1) Executive Committee: Etchart & Oakland; (2) Budget & Rates: Oakland & Cooper; (3) Allocation, New Meters & Expansion of Services: Kentosh & Pangea; (4) Emergency & Safety: Oakland & Pangea; (5) Grants: Cooper & Etchart; (6) Ad Hoc Treatment Plant Funding & Design: Kentosh & Cooper. Board Representatives: (1) UVRGA: Etchart & Alternate Kentosh; (2) Ventura River Watershed Council: Cooper & Alternate Martinez; (3) Matilija Dam Removal: Martinez; (4) Adjudication Mediation Principals: Cooper, Kentosh & Alternate Etchart. Ms. Ward will reach out to each Committee to set up meetings.

No Public Comment.

No Motion.

**c. Approval of Resolution 20230117: Adoption of Board Bylaws. (Etchart/Nielson)**

Ms. Ward presented the proposed updates to the Board Bylaws, noting they have not been updated in over ten years. Attorney Stuart Nielson prepared the update to include legal and regulatory requirements and reformatted the document. Director Kentosh had some recommended changes and a few questions that he will send to Attorney Nielson and Staff. The Board agreed to send the Bylaws update to the Executive Committee to review Director Kentosh's recommendations. Then, it will bring the Bylaws and resolution back to the Board for adoption.

No Public Comment.

No Motion.

**d. Status update on Will-Serve Letter request for 935 Devereux. (Martinez)**

Mr. Martinez reviewed the Will-Serve request, as it was presented at the December 20, 2022, regular meeting. The homeowner lives out of the area and is proposing a garage conversion to an ADU but lacks the variable allocation. Additionally, the homeowner states that he is disabled and would like to use the ADU for himself and rent out the primary dwelling. The Board asked Attorney Nielson to review the Americans with Disabilities Act for any reason why an exemption to the policy should be granted to this

homeowner. Attorney Nielson reported that no such requirement exists in the ADA, and he recommended the Board follow the District policy with regard to this Will-Serve request. Mr. Martinez agreed with Attorney Nielson and recommended not granting the Will-Serve Letter at this time. Instead, Mr. Martinez will provide the homeowner with the policy language that describes what happens when Casitas Lake Levels are at or above 50%; the owner may have an opportunity to purchase additional allocation at a future time per the policy.

## 8. **General Manager's Report**

Mr. Martinez reported that the Casitas Lake level is 41%; MOWD continues to purchase water from Casitas due to the proximity of the surface water from the river to the wells, per state regulations. Mr. Martinez stated that he anticipates returning to the wells very soon. Seasonal rainfall totals: Casitas Dam 26", Matilija Dam 41", Stewart Canyon 21.5", and Nordhoff Ridge 47". There have been some notable increases in the water levels. The District received the VRIF-2 Grant Agreement, which the Committee and Attorney Nielson will review before bringing it to the Board. The GIS mapping of the District has been completed by staff, who are in the process of attaching detailed asset information to each mapped item. Work continues on the Treatment Plant Design and Well Sighting Study.

No Public Comment.

## 9. **Board Secretary's Report**

Ms. Ward presented the monthly Board Secretary report highlighting that the District submitted its annual State Waterboard Water Use Report. Ms. Ward noted that Kennedy Communications are calculating Income Surveys responses; additional surveys were mailed out earlier in the month and will help the District meet the minimum response rate required by the State. Ms. Ward reported that staff is evaluating the transition and consolidation of phone and internet services, moving away from AT&T to Mitec Solutions, the District's current IT services vendor. Ms. Ward will present a staff report with related expenses at the next board meeting. Director Pangea offered assistance with the planning for the transition to VoIP. Director Cooper recommended keeping at least one landline or adding a satellite phone for emergencies.

No Public Comment.

## 10. **Board Committee Reports**

- Executive & Personnel Committee: No report.
- UVRGA: No report.
- Budget/Rate Committee: No report.
- Emergency Management Committee: No report.
- Allocations, New Meters & Expansion of Services Committee: No report.
- Grants: No report.

- Treatment Plant Design Ad Hoc Committee: No report.

11. **Old Business**

- State Water: No update.
- Matilija Dam Removal Update: No update.
- Collaboration on drought response measures: No update.

12. **Director Announcements/Reports**

- Director Kentosh: No report.
- Director Oakland: Absent.
- Director Pangea: No report.
- Director Cooper: No report.
- Director Etchart: No report.

13. **Meeting Adjournment**

There being no further business to conduct at this time, Board President Mike Etchart adjourned the meeting at 7:38 pm.

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**Board Secretary**

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**Board President**