

Regular Meeting  
September 19, 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 p.m.

### 1. **Call to Order**

The Board President, Mike Etchart, called the meeting to order at 6:00 p.m. The meeting was also available 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:** Director Christian Oakland.

### 3. **Approval of the Minutes**

**Approval of August 15, 2023, Regular Board Meeting minutes.**

Director Kentosh made the motion to approve the August 15, 2023, Regular meeting minutes. Director Cooper seconded the motion.

No Public Comment.

Kentosh/Cooper

(4) Ayes- M/S/C

(1) Absent - Oakland

### 4. **Public Comments**

- None

***\*\*The Board did not go into a closed session.\*\****

### 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.**

- CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION  
(Paragraph (1) of subdivision (d) of Gov. Code § 54956.9)  
Name of case: *Santa Barbara Channelkeeper v. State Water Resources Control Board, et al.*,  
Los Angeles County Superior Court Case No. 19STCP01176

Attorney S. Nielson confirmed the Board did not go into a closed session, and there are no actions to report.

## 6. **Financial Matters**

**Approval of Payroll and Payables from August 16, 2023, to September 15, 2023, in the amount of:**

Payables:	\$ 90,358.97
Payroll:	<u>\$ 52,868.47</u>
Total:	\$143,227.44

Director Cooper made the motion to approve the Payroll and Payables from August 16, 2023, to September 15, 2023. Director Pangea seconded the motion.

Director Cooper recommended that the Executive Committee review the payroll details at least annually to provide an additional layer of oversight, emphasizing improved practices related to the annual financial audit. Ms. Ward supported this additional oversight. Director Etchart stated the full Board reviews the total payroll amounts monthly but agrees this would support the audit responsibilities and requested Ms. Ward schedule the Executive Committee to review the payroll details at a minimum of once per fiscal year.

No Public Comment.

Cooper/Pangea

(4) Ayes – M/S/C

(1) Absent - Oakland

## 7. **Board Discussion/Actions**

No items.

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

Mr. Martinez reported that the Casitas Lake level is 72.4%. Field staff has been focusing on entering GIS asset data so office staff can load customer details. The District is working with RWC to get the reports together for the Relocation Claim letter required by Caltrans for the repair work on Highway 33. The slide area has had minimal movement due to the recent earthquake activity. Mr. Martinez will communicate with Caltrans and Union Engineering to coordinate the repair plan and timeline. Mr. Martinez reported that the second round of PFAS water samples is being submitted to the EPA and that the District is still waiting on the results from the first round of sampling earlier this year. Director Cooper asked if the District had any results available and if the District had ever tested for 1,4

Dioxane. Mr. Martinez stated the District has not received results from the EPA and has not yet tested for the 1,4 Dioxane, but they can discuss additional sampling with FGL. Mr. Martinez provided an update on field staff: Jeffrey Groves has his D1 Test Date scheduled for October 2; Garrett Lockwood is taking a course and will be scheduling his D2 exam; Levi Maxwell passed his T3 exam, license pending.

Mr. Martinez reported that security cameras have been installed at the yard and Wells 4a & 7, and additional cameras will be installed at Well 8 and the Treatment Plant. All field staff received SCBA training and were Fit Tested on August 29. The new field staff will use their equipment for the first time to switch out chlorine cylinders this week while Levi Maxwell supervises. The District Office HVAC replacement work has been completed, county inspection was done, and the office is now staying at a comfortable temperature for staff and equipment.

No Public Comment.

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

Ms. Ward presented the monthly Board Secretary report. To follow up on last month's report, in August, Ojai received approximately 2.48" of rain. The Grand Jury Report responses were submitted to the Grand Jury on September 6. Office staff are working through implementing the recommended actions provided by Cindy Fanning. Ms. Ward stated that staff have begun working on the FY 22-23 Financial Audit. The District received a certificate from the SWRCB for timely and compliant reporting for the DDW Drought & Conservation reporting. Ms. Ward reminded the Board that the 2023-2024 rates approved as part of the Prop 218 3-yr rate schedule were reflected on the August 30 bill statements. The Low Income Household Water Assistance Program will be extended through December 31, with final payments in March 2024. Ms. Ward noted that another customer received assistance last month, bringing the 2023-2024 assistance up to \$734.

No Public Comment.

#### 10. **Board Committee Reports**

- Executive & Personnel Committee: No report.
- UVRGA: Director Kentosh attended as the new Director. The GSA discussed the renewal contract for Bryan Bondy, Executive Director. The contract is set to be approved at the next meeting. Additionally, the GSA discussed metering and well registrations.
- Budget/Rate Committee: No meeting.
- Emergency Management Committee: No report, already discussed.

- Allocations, New Meters & Expansion of Services Committee: Met and approved two customer requests. Mr. Martinez stated he is discussing with Casitas and Stuart some items related to customer purchases of additional allocation for projects.
- Grants: No report.
- Treatment Plant Design Ad Hoc Committee: Director Cooper stated a technical meeting was held with MKN and Rincon regarding grant items, including holding off on the Biological & Cultural Resource Assessments but moving forward with the other grant items. She recommended consolidating the two committees due to subject matter overlap, and Director Etchart agreed.

#### 11. **Old Business**

- State Water: No report.
- Matilija Dam Removal Update: 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**

The next meeting will be held on October 17, 2023 at 6:00 pm. There being no further business to conduct at this time, Board President Mike Etchart adjourned the meeting at 6:33 p.m.

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**Board Secretary**

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**Board President**