

Regular Meeting
January 16, 2024
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 Board President, Mike Etchart, called the meeting to order at 6:03 pm. The meeting was also available via teleconference.

2. Roll Call

Present: Board President, Mike Etchart, Board Directors: Christian Oakland, James Kentosh, Joe Pangea, and Christy Cooper. Staff Present: General Manager, Justin Martinez, and Board Secretary, Summer Ward. Attorney Present: Stuart Nielson.

Absent: None.

3. Approval of the Minutes

Approval of December 19, 2023, Regular Board Meeting minutes.

Director Pangea made the motion to approve the December 19, 2023, Regular Meeting minutes. Director Cooper seconded the motion.

No Public Comment.

Pangea/Cooper

(5) Ayes- M/S/C

4. Public Comments

- None

*****The Board went into closed session at 6:04 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.

- PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Gov. Code § 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

*****The Board ended closed session at 6:12 pm.*****

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Attorney S. Nielson reported that the Board discussed the two closed-session items, and there are no actions to report.

6. **Financial Matters**

Approval of Payroll and Payables from December 16, 2023, to January 15, 2024, in the amount of:

Payables:	\$ 71,381.68
Payroll:	<u>\$ 52,880.96</u>
Total:	\$ 124,262.64

Director Cooper made the motion to approve the Payroll and Payables from December 16, 2023, to January 15, 2024. Director Oakland seconded the motion.

No Public Comment.

Cooper/Oakland

(5) Ayes – M/S/C

7. **Board Discussion/Actions**

a). **Approve Resolution 20240116: Appointing Director and Alternate Director to the Board of Directors of the Upper Ventura Groundwater 2024-2026. (Ward/Etchart)**

Ms. Ward presented the Resolution 20240116, replacing the interim Resolution 20230815. In August 2023, the Board updated the Director from Etchart to Kentosh and the Alternate from Kentosh to Martinez. Resolution 20240116 maintains the Director and Alternate for the upcoming two-year period.

Director Kentosh made the motion to approve Resolution 20240116: Appointing Director and Alternate Director to the Board of Directors of the Upper Ventura Groundwater 2024-2026. Director Pangea seconded the motion.

No Public Comment.

Kentosh/Pangea

(5) – Ayes – M/S/C

b). Election of the Board Officers. (Etchart)

Ms. Ward reminded the Board that there would be two separate nominations and votes for the President and Vice President.

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

No Public Comment.

Cooper/Kentosh

(5) Ayes – M/S/C

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

No Public Comment.

Cooper/Oakland

(5) Ayes – M/S/C

Director Etchart thanked everyone for their continued support.

c). Board Committee Membership 2024. (Etchart)

Director Etchart reviewed the membership of each 2023 Board Committee and MOWD Representative, re-appointing each with no changes.

No Public Comment.

No Motion.

d). Approve Curtis Hopkins quote for Well 4a Rehabilitation Specifications (Task 1) expense not exceeding \$7,500. (Martinez/Kentosh)

Mr. Martinez presented the Hopkins Groundwater Consultants (HGC) quote for the Well 4a Rehabilitation. Curtis Hopkins presented to the Board in August 2023. The District learned that due to the Well4a geophysical conditions and low water table at the time the well was initially drilled and developed, rehabilitation with the water table up could lead to higher production. The total quote is for creating the scope of work, including specifications, assistance with the bid process, oversight during the rehabilitation work and subsequent reports. Mr. Martinez stated that he discussed the project with Director

Kentosh and Curtis Hopkins, and all agreed that the District should proceed with Task 1 Specifications so the District can obtain official bids to assist with budgeting for the work to be completed in FY 24-25. Director Kentosh added that it is essential that the District start the process since the timeline for bringing wells 1 and 2 back online is uncertain. Mr. Martinez recommends approving Task 1 Specifications expenses not exceeding \$7,500.

Director Oakland made the motion to approve Curtis Hopkins quote for Well 4a Rehabilitation Specifications (Task 1) expense not exceeding \$7,500. Director Kentosh seconded the motion.

No Public Comment.

Oakland/Kentosh

(5) Ayes – M/S/C

8. **General Manager's Report**

Mr. Martinez reported that the Casitas Lake level is 72%. Seasonal rainfall totals, as of 1/12/2024: M.O. Fire Station 5.21”, Casitas Dam 6.06”, Matilija Dam 6.06” and Nordhoff Ridge 9.80.” Staff completed the Lead & Copper inventory for each connection in the District. The Field Staff have installed all of the AMI meters received, with more pending delivery. Ferranti Electrical Engineering is currently working on the design plans for the District Office emergency generator. Highway 33 MOWD plans were approved by CalTrans, pending SCE pole relocation work to be completed; RWC is still working on the MOWD Relocation Claim letter. Staff is actively working on the Treatment Plant grant application documents. MKN is also nearly done working on the peer review of the Meiners Road project. Mr. Martinez stated there have been a few leaks and a hydrant hit-and-run on S. La Luna, which has occurred a few times. A service leak on S. Pueblo occurred due to poor installation. This past week, there was a service leak on the other end of that service line on S. Pueblo at Mesa. Additionally, there was a service leak on El Camino Drive. During the meter swap out at the Ojai Valley Estates, the valve broke in the closed position, requiring an emergency repair. Mr. Martinez reviewed the 2023 Nitrate (N) levels for Wells 8 & Ranchitos. He discussed the potential of bringing Well 8 back online in the future with the DDW's approval, contingent on continuous nitrate monitoring and auto-shut-off parameters.

No Public Comment.

9. **Board Secretary's Report**

Ms. Ward presented the monthly Board Secretary report. As mentioned last month, the District participated in a C.A. Water & Wastewater Arrearage Assistance Program in 2021, assisting customers with arrearages incurred between March 2020 – June 15, 2021; the State announced they are extending the program to include arrearages between June 16, 2021 – December 31, 2022. Ms. Ward submitted the application to the SWRCB in December and is pending approval in January 2024, with funds to assist MOWD customers totaling \$ 17,804. The annual CERS reports on hazardous materials, emergency plans, notifications, and evacuation training were submitted to the County in December. The SWRCB quarterly Drought & Conservation and new Annual Inventory reports were submitted on January 15, 2024. The SWRCB eAR will be released on February 1 and is due by April 15, 2024. Form 700 Conflict of Interest filings are due by April 1; Ms. Ward thanked those who had already completed the annual filing. Ms. Ward noted that the staff has only one more pending item to submit to the auditor for the FY 22-23 Financial Audit. The District had another eligible customer receive assistance from the Low Income Household Water Assistance Program for \$2,495, bringing that customer current on their account. Ms. Ward noted an abnormally high number of service orders completed in December; of the 149 service orders, 110 were re-reads due to the heavy rainfall during meter reading, requiring field staff to return to read the meters. Ms. Ward noted Ms. McCleary's investigative effort to research and log each deed and easement in the archives in preparation for the Treatment Plant grant application.

No Public Comment.

10. **Board Committee Reports**

- Executive & Personnel Committee: No report.
- UVRGA: Met, presentation on the monitoring plans.
- 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 report.
- Matilija Dam Removal Update: No report.

12. **Director Announcements/Reports**

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

13. **Meeting Adjournment**

The next meeting will be held on February 20, 2024 at 6:00 pm. There being no further business to conduct at this time, Board President Mike Etchart adjourned the meeting at 6:46 pm.

Board Secretary

Board President