

Regular Meeting
August 20, 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 6:01 pm.

1. Call to Order

The Board President, Mike Etchart, called the meeting to order at 6:01 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, Summer Ward, Board Secretary. Attorney Present: Stuart Nielson

Absent: None.

3. Approval of the Minutes

Approval of July 16, 2024, Regular Board Meeting minutes.

Director Cooper made the motion to approve the July 16, 2024 meeting minutes. Director Pangea seconded the motion.

Director Oakland asked for clarification on the increase in payables. Ms. Ward stated that July payables are high each July due to annual expenses, including insurance, memberships, and GSA pumping fees, which get split between the two batches of July payables.

No Public Comment.

Cooper/Pangea

(5) Ayes- M/S/C

4. Public Comments

- None

****The Board went into closed session at 6:03 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.

- CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
(Paragraph (1) of subdivision (d) of Gov. Code § 54956.9)

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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 6:10 pm.****

Attorney Nielson reported that the Board discussed pending litigation, and there are no actions to report.

6. **Financial Matters**

Approval of Payroll and Payables from July 16, 2024, to August 15, 2024, in the amount of:

Payables: \$ 100,607.34

Payroll: \$ 58,722.31

Total: \$ 159,329.65

Director Kentosh made the motion to approve the Payroll and Payables from July 16, 2024, to August 15, 2024. Director Cooper seconded the motion.

Ms. Ward noted that the payables were higher than normal due to annual expenses such as insurance, memberships, and dues.

No Public Comment.

Kentosh/Cooper

(5) Ayes – M/S/C

7. **Board Discussion/Actions**

None.

8. **General Manager's Report**

Mr. Martinez reported that the Casitas Lake level is at 99%. River conditions are slowing down. The District received the 55 – 1” AMI meters, which have been installed, and Ms. Ward is working with both companies to get the software interface working. Staff are open to recommendations for solar power. Union Engineering continues to work on installing and testing tie-backs to hold the wall up. Mr. Martinez expects it will be a few months before the District can re-install its main line and bring those wells back online. Staff continues to work on the Treatment Plant grant documents; met with the County regarding mitigation measures to protect facilities; requested a letter from the County stating they will make the

District whole if damaged. Curtis Hopkins and the drillers did a site walk for the Well 4a rehabilitation project; bids are due by the end of August. Mr. Martinez reviewed leaks and repairs from July. Staff will add water loss calculations to the pumped and sold table. There were 3 standard Will-Serve letters and 1 Conditional Will-Serve letter, which is contingent on the applicant purchasing additional allocation from CMWD for the proposed project.

Public Comment.

9. **Board Secretary's Report**

Ms. Ward presented the monthly Board Secretary report. There were no state or local agency reports due in July. Ms. Ward is working on the Bureau of Reclamation Small Scale Water Efficiency Project Grant Round 3 application, due January 2025. This grant would assist the District with the AMI Smart Meter Infrastructure. The scheduled FY 24/25 water rates will be reflected on the August 31 bill statements. In July, total service orders were 230; 167 of those were re-reads conducted during the meter reading process to confirm abnormal usage, field staff checks for stuck meters and leaks, and 34 new meters were installed. Ms. Ward reported that Director Oakland did not get his election paperwork submitted by the August 9 deadline; no other candidates submitted paperwork for his seat. Director Cooper is running unopposed for her seat. Information provided by the County Elections Division was that the District must appoint a Director to the open seat.

Director Etchart recommended that staff consider highlighting the grants awarded to the District on the website.

Director Oakland recommended staff look into the "Owl" video conferencing equipment.

No Public Comment.

10. **Board Committee Reports**

- Executive & Personnel Committee: Mr. Martinez noted that the committee needs to schedule a meeting for the annual performance reviews and staff surveys.
- UVRGA: No August meeting.
- Budget/Rate Committee: No report.
- Emergency Management Committee: Mr. Martinez stated the committee needs to schedule a meeting for the Generator and Backup Water Supply procedures.
- Allocations, New Meters & Expansion of Services Committee: No report.
- Grants: No report.
- Treatment Plant Design Ad Hoc Committee: Met with the County, close to submitting the remaining grant documents.

11. **Old Business**

- State Water: No report.
- Matilija Dam Removal Update: Discussed under Treatment Plant update.
- Casitas Rates – 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 September 17, 2024, at 6:00 pm. There being no further business to conduct at this time, Board President Mike Etchart adjourned the meeting at 6:52 pm.

Board Secretary

Board President