

Regular Meeting
October 21, 2025
6:00 pm

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

Minutes

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, Christy Cooper, and Joe Pangea. Staff Present: General Manager, Justin Martinez, and Board Secretary, Summer Ward. Attorney Present: Stuart Nielson (via teleconference).

Absent: Director, James Kentosh.

3. Approval of the Minutes

Approval of the September 16, 2025, Regular Board Meeting minutes.

Director Oakland made the motion to approve the minutes from the September 16, 2025, meeting. Director Pangea seconded the motion.

No Public Comment.

Oakland/Pangea

(4) Ayes – M/S/C

(1) Absent - Kentosh

4. Public Comments

James Kentosh attended as a member of the public remotely; no comment was provided.

*****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)
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 6:09 pm.****

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

6. **Financial Matters**

- a) **Approval of Payroll and Payables from September 16, 2025, to October 15, 2025, in the amount of:**

Payables:	\$ 174,563.15
Payroll:	<u>\$ 53,866.37</u>
Total:	\$ 228,429.52

Director Cooper made the motion to approve the Payroll and Payables from September 16, 2025, to October 15, 2025. Director Oakland seconded the motion.

Director Cooper asked for verification that liability, workers' compensation, and UVRGA are paid annually. Ms. Ward confirmed that they are. Additionally, Director Cooper noted that staff will need to be conservative with spending in other areas to cover the over-budget expense for purchasing Casitas water. Ms. Ward agreed and stated that staff are mindful of the unanticipated costs related to the well rehab project, and added that the water rate consultants will be evaluating the calculation of the Casitas Surcharge.

No Public Comment.

Cooper/Pangea

(4) Ayes – M/S/C
(1) Absent - Kentosh

7. **Board Discussion/Actions**

- a) **Approve the purchase of AML meters and endpoints for the amount of \$19,192.14.**

Mr. Martinez stated that this order will complete the remaining portions of Meiners Rd. and Maricopa Hwy. He requested that the approval amount include shipping costs, up to a total of \$20,000.

Director Pangea made the motion to approve the purchase of the AMI meters and endpoints for \$20,000. Director Oakland seconded the motion.

No Public Comment.

Pangea/Oakland

(4) Ayes – M/S/C

(1) Absent - Kentosh

b) Approve 10-year Capital Improvement Plan.

Mr. Martinez presented the draft 10-year Capital Improvement Project Plan, as recommended by the Ad-Hoc Treatment Plant Committee. Mr. Martinez stated that the goal is to show the priority capital projects to the Board and then take the updated plan to the Budget & Rate Committee for further discussion before final Board approval. The plan will be used during the water rate study to calculate potential future rates. Mr. Martinez reviewed each proposed project, including discussions around the options pertaining to the replacement treatment plant, replacement of storage tank #2, rehabilitation of old well 4, and wells 1 and 2, relocation of the Tico Booster electrical pole, rehab of the District Office – specifically the roof and flooring, a chloramination trailer, replacing mains, valves, fleet vehicles due for replacement according to the CA CARB requirements, as well as continuing with the AMI meter installations. Director Oakland recommended installing an electric vehicle charging station at the District yard.

Public Comment:

Mr. Kentosh stated that he is in favor of not replacing the treatment plant, using it until the end of its life, and relying on other water sources after it is offline.

No Motion

8. General Manager's Report

Mr. Martinez reported that the Casitas Lake level posted online shows 90%, which seems incorrect; it should be closer to 93%. The District has been back on its wells since September 30. Mr. Martinez anticipates swapping out the temporary equipment at Well 4a in only a couple of days and not requiring a switch back to Casitas during the transition.

The date for the equipment swap has not been scheduled yet. Staff will be sizing up the manifold tie-in at wells 4a and 7 and stubbing out the old well 4 to relieve pressure due to improved production levels at the site. Well 1 has lost production, due to a hole in the column pipe or pump failure. Mr. Martinez will have Cascade Well & Pump remove the downhole equipment for inspection and camera the well; further recommendations will be made to the Board based on the findings. Staff is working with Resource Compliance to complete MOWD's CalARP enrollment, due by mid-December. AMI meters continue to be installed. Mr. Martinez reviewed current rainfall totals for the new season. Mr. Martinez noted the repairs performed, including the Transformer that caught fire at the Casitas pump house on Fairview and a hit hydrant on N. Alvarado.

No Public Comment.

9. **Board Secretary's Report**

Ms. Ward noted that staff are working with RDN to get started on the water rate study. The CalARP Resource Compliance site visit was conducted on September 18, followed by a hazard assessment review meeting on October 7. Staff attended a Tyler Technologies training session on upcoming changes to the payroll system related to the reporting of OT pay on future W-2s. The District responded to records requests pertaining to our vendor payables. The Financial Audit for FY 24/25 is underway. There were no notable variances in service orders and customer service. Ms. Ward noted that two Directors are due for biennial Antiharassment & Ethics training.

No Public Comment.

10. **Board Committee Reports**

- Executive & Personnel Committee: No report.
- UVRGA: Met, routine meeting.
- 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: Met, already discussed Capital Improvement Plan.

11. **Old Business**

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

12. **Director Announcements/Reports**

- Director Kentosh: Absent.
- Director Oakland: Requested update on the potential Ranchitos land sale, Mr. Martinez stated that Attorney Nielson is researching and will provide an update.
- Director Pangea: No report
- Director Cooper: No report
- Director Etchart: No report.

13. **Meeting Adjournment**

The next meeting will be held on November 18, 2025, at 6:00 pm. Since there was no further business to conduct, Board President Mike Etchart adjourned the meeting at 7:24 pm.

Board Secretary

Board President