



OJAI VALLEY SANITARY DISTRICT

A Public Agency

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MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS OJAI VALLEY SANITARY DISTRICT

The Regular Meeting of the Ojai Valley Sanitary District Board of Directors was held at the District Office, 1072 Tico Road on January 28, 2008. The meeting was called to order by Chairman Stone at 7:01 p.m., and roll call taken as follows:

DIRECTORS PRESENT: Russ Baggerly
Randy Burg
John R. Curtis
William E. Lotts
Peter M. Kaiser
Stan Greene
William M. Stone

DIRECTORS ABSENT: None

STAFF PRESENT: John K. Correa, General Manager
Brenda Krout, Clerk of the Board
Ronald E. Sheets, Operations Superintendent

OTHERS PRESENT: Mark Zirbel, District Legal Counsel

3. **Pledge of Allegiance**

Chairman Stone led the pledge of allegiance.

4. **Additions or amendments to the Agenda**

None

5. **Public Concerns** (items not on the agenda - three minute limit). This is an opportunity for members of the public to speak on items not on the agenda.
(The Ojai Valley Sanitary District Board of Directors encourages all interested parties to speak on any issue on this agenda in which they have an interest, or on any matter subject to the District's jurisdiction. It is the desire of the Board that its business be conducted in an orderly and efficient manner. All speakers are requested to fill out a Speaker's Card and submit it to the Clerk of the Board before the item is taken up for consideration. All speakers are requested to present their information to the Board as concisely as possible with a three (3) minute time limit. Allowing an individual to speak more than three minutes is at the discretion of the Chairman of the Board. Speakers are encouraged to refrain from restating previous testimony. No response will be given or action taken unless an emergency exists. Items requiring action will be referred to staff or placed on a subsequent agenda.)

None

6. **Board Concerns** (Items not on the agenda - three-minute limit)

None

CONSENT ITEMS: - All consent items are considered in a single motion and voted on without discussion. Any item removed from the consent list at the request of a Board member or the public will be considered immediately following approval of the remaining consent items.

ACTION

Upon motion of Director Lotts, seconded by Director Curtis and passed by unanimous roll call vote, with Director Burg abstaining from the vote on Item No. 8 due to his absence from the December 17, 2007 meeting, Item Nos. 7-8 on the consent calendar were approved as submitted.

7. **Approval of Minutes** - Special Meeting December 17, 2007. (a tape recording of each meeting is retained at the District Office for a minimum of 4 years)

8. **Approval of Checks**

Approve the checks and warrants for payment as submitted.

CHAIRMAN STONE ANNOUNCED A CHANGE IN THE ORDER OF THE AGENDA ITEMS; INFORMATION ITEM NOS. 13 & 14 WILL BE ADDRESSED PRIOR TO THE ACTION ITEMS

13. **Monthly Investment Report**

Received and filed.

14. **Quarterly Investment Report**

Howard Smith, Morgan Stanley, was in attendance to discuss the quarterly investment report. Mr. Smith reviewed the report discussing the condition of today's investment market and the anticipated future trends. Mr. Smith responded to questions from the Board.

The Board thanked Mr. Smith for his report. Mr. Smith left the meeting at this time.

ACTION ITEMS:

9. **Annual Investment Policy – Resolution No. 2008-01**

ACTION

Upon motion of Director Baggerly, seconded by Director Curtis and passed by unanimous roll call vote Resolution No. 2008-01, Resolution of the Board of Directors of the Ojai Valley Sanitary District Stating the Investment Policy For District Funds, was adopted and staff was directed to continue working with Morgan Stanley to provide investment management services for the District.

10. **Appointment of Board Committees & Representatives**

In accordance with the Bylaws adopted by the Board, August 28, 2006, the election of officers of the Board for the ensuing calendar year took place at the December 17, 2007 meeting. The officer's of the Board for calendar year 2008 are as follows:

William M. Stone	Chairman
Peter M. Kaiser	Vice-Chairman
William E. Lotts	Secretary
Russ Baggerly	Assistant Secretary

Article XI of the Bylaws establishes the parameters for Board Committees; the Chairperson of the Board appoints Directors to serve on 4 of the 5 standing committees.

Chairman Stone announced his appointments of individual Directors to serve on the Board's established Committees and as the Board's representative to boards, committees and agencies outside the District for calendar year 2008.

STANDING COMMITTEES

ORDINANCE/PUBLIC RELATIONS/
NEWSLETTER

RANDY BURG
JACK CURTIS
RUSS BAGGERLY

PERSONNEL

PETER KAISER
WILLIAM E. LOTTS
WILLIAM M. STONE

FINANCE		STAN GREENE WILLIAM M. STONE PETER M. KAISER
EXECUTIVE	BOARD CHAIRMAN BOARD VICE CHAIRMAN BOARD SECRETARY	WILLIAM M. STONE PETER M. KAISER WILLIAM E. LOTTS
CEQA Review Committee		RUSS BAGGERLY STAN GREENE WILLIAM STONE

OTHER COMMITTEES

BOARD REPRESENTATIVES		
VENTURA COUNTY SPECIAL DISTRICTS ASSOCIATION	Alternate	WILLIAM E. LOTTS JACK CURTIS
CSRMA BOARD REP.	Alternate	RUSS BAGGERLY JACK CURTIS
LAFCO ADVISORY	Alternate	WILLIAM E. LOTTS RANDY BURG

AD HOC COMMITTEES

HABITAT CONSERVATION PLAN		RUSS BAGGERLY RONALD E. SHEETS JOHN K. CORREA
SDS FINANCING PROGRAM		WILLIAM E. LOTTS RANDY BURG STAN GREENE

AD HOC COMMITTEE

PRIVATE LATERAL INSPECTION PROGRAM		RANDY BURG JACK CURTIS STAN GREENE
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INFORMATION ITEMS – FOR RECEIPT & FILE

11. **Update on Development of Community Facilities Districts**

Staff reported on their progress toward accomplishing the Board’s direction at the December 17, 2008 regarding the development of a community facilities district program. That direction included having staff meet and work with the consultants involved in assisting with the development of this program to obtain answers to the Board’s questions regarding the costs associated with developing and implementing such a program.

Pat Baggerly, representing the Environmental Coalition, addressed the Board. Ms. Baggerly questioned why staff is going ahead with developing the program elements, stating that it was her opinion that the direction to staff on December 17, 2007 was to obtain answers to the Board's questions about the cost of the program, instead of continuing to develop elements of the program.

Mr. Correa responded to Ms. Baggerly's question explaining that the steps staff has taken are for the purpose of obtaining the answers to the Board's questions regarding cost.

The District's current SDS Program utilized to provide financing to property owners wishing to abandon their septic systems and connect to the sewer system was discussed. The Board expressed their concern about the lack of security attached to these loans to private property owners. It was requested that the District's SDS Program be on the February 25, 2008 meeting agenda to discuss whether it should be suspended.

Staff was directed to research the background of the development of the SDS Program and how its original funding related to the 1 percent property tax the District receives.

12. **Monthly Financial Reports**

Received and filed.

13. **Monthly Investment Report**

Addressed earlier on the agenda.

14. **Quarterly Investment Report**

Addressed earlier on the agenda.

15. **Staff Reports - Operations, Administration and Management of the District**

Received and filed.

Director Baggerly requested staff share with the Board correspondence from the Regional Water Quality Control Board (RWQCB) regarding the District's application for renewal of the NPDES permit. Mr. Sheets distributed a copy of the letter from RWQCB. Mr. Sheets reported on the progress with the renewal process.

Mr. Sheets displayed various flow charts for the plant and flow meters within the collection system. Mr. Sheets explained how the charts show positive results from the District's work over the past several years to reduce Inflow & Infiltration (I&I) in the collection system. These results are best seen following a storm event. Mr. Sheets discussed the flow information obtained during and after the recent storm event.

In response to Director Baggerly's request, Mr. Sheets presented an overview of the District's Confined Space safety training program for the collection system and treatment plant crews.

16. **Committee Reports**

Received and filed.

17. **Oral Reports On Meetings, Seminars, or Conferences Attended**

The Directors (Curtis, Greene, Baggerly, Lotts & Burg) that attended the recent California Special Districts Association's annual conference reported on the topics covered during the conference. Smart sewer manhole covers which monitor the flow in a manhole transmitting an alarm prior to an overflow occurring, new composting regulations, biosolids reuse in fire rehabilitation programs, FOG programs, water recycling opportunities within the State, and GASB 45 compliance were among the many topics addressed. All agreed that it was a very informative conference.

18. **Items of Interest/Correspondence/Articles**

Received and filed.

19. **Discussion** (items not on the agenda - three-minute limit)

- a. Public - (Public is requested to present completed speaker's card to Clerk of the Board)

None

- b. Board Members

None

- c. General Manager

Purchasing apparel with the District's logo on it for District employees and Directors was discussed. It was noted that the last such apparel was purchased 2 to 3 years ago. It was the general consensus of the Board that purchasing more apparel would be appropriate at this time.

20. **Adjournment**

Chairman Stone adjourned the meeting at 9:29 p.m.

William E. Lotts, Secretary

APPROVED:

William M. Stone, Chairman