

VENTURA REGIONAL SANITATION DISTRICT
Minutes of the regular meeting of February 3, 2011
1001 Partridge Drive, Ventura, California

1. Roll Call (8 present) – Chairman Monahan called the meeting to order at 8:31 a.m.
Dennis Gillette City of Thousand Oaks
Rick Cook City of Santa Paula
Thomas Holden City of Oxnard
Sue Horgan City of Ojai (arrived at 8:32 a.m.)
Kevin Kildee City of Camarillo (arrived at 8:35 a.m.)
James Monahan City of San Buenaventura
Janna Orkney Special Districts (absent)
Jonathan Sharkey City of Port Hueneme (arrived at 8:36 a.m.)
Patti Walker City of Fillmore

Executive staff present: Mark Lawler, General Manager; Vickie Dragan, Director of Finance and Administration; Sally Coleman, Director of Operations; Mark Zirbel, Legal Counsel; and Josie Guzmán, Clerk of the Board.

The Alternate Director representing the Special Districts Committee was absent.

2. Pledge of Allegiance – Led by Alternate Director Cook.
3. Amendments to the Agenda – None
4. Approval of Minutes – It was moved by Director Walker, seconded by Director Horgan, and duly carried by the Board, with Director Orkney absent, to approve the minutes of January 20, 2011.
5. Public Comments – None

EMPLOYEE SPOTLIGHT – (Item 6 only)

6. Zach Gampe, Water/Wastewater Worker – Richard Jones, Water/Wastewater Maintenance Supervisor, introduced Zach Gampe, Water/Wastewater Worker, and stated that Mr. Gampe was a great employee who ensures that water and wastewater needs are met. He noted that Mr. Gampe initially began as a Painter and has since moved on to the wastewater collection crew. Mr. Gampe thanked the Board for the recognition and expressed his desire to make VRSD his career.

CONSENT ITEMS – (Item 7 only)

7. VRSD Contract No. 10-029-1 – Kemp Welding, Inc. – It was moved by Director Gillette, seconded by Director Kildee, and duly carried by the Board, with Director Orkney absent, to authorize the Chairman to sign VRSD Contract No. 10-029-1 with Kemp Welding, Inc. increasing the amount of the contract from \$15,000.00 to \$40,000.00.

REPORTS

8. Biosolids Update – Mr. Lawler provided an oral update of the mechanical and compliance issues. He noted that Dryer No. 1 resumed operation last week. *Item 4-1*

the installation of the repaired burner element, and that Dryer No. 2 would begin to operate this week. He also noted that Dryer No. 1 was currently indicating compliance with air emissions standards. Lastly, he provided an update on the status of his ongoing efforts to finalize payment of the Southern California Edison \$1 million Self-Generation Incentive Program Grant for the microturbine project.

ACTION ITEMS – (Item 9 only)

9. Reserve Analysis Policy – Ms. Dragan presented the staff report. It was moved by Director Horgan, seconded by Director Walker, and duly carried by the Board, with Director Orkney absent, to adopt the District's Reserve Level Policy.

Director Gillette departed from the meeting at 9:35 a.m.

INFORMATION ITEMS – (Items 10 through 13)

It was moved by Director Horgan, seconded by Director Sharkey, and duly called by the Board, with Directors Gillette and Orkney absent, to receive and file the Information Items.

10. Investment Report – December 2010 – Director Horgan inquired regarding Page 11-3 of the report where it indicated that two Certificates of Deposit matured in August 2010. Ms. Dragan responded that the Certificates of Deposit automatically renew and that the report should indicate that they will mature in August 2011. Director Horgan inquired regarding the scheduling of the mid-year budget report. Mr. Lawler responded that the report would be presented at either the second meeting in February or the first meeting in March.
11. Revenue and Expenses – December 2010
12. Violations – Solid Waste: none; Water/Wastewater: Sewage Spill in the North Coast Area – Mr. Lawler noted that the Board was notified of the sewage spill and that there was no indication that the District would receive a Notice of Violation. He stated that it was likely that if a Notice of Violation is issued that it would be sent to the County of Ventura as the system's owner.
13. Future Meetings, Seminars and Conferences
- Personnel & Finance Committee, February 8, 2011, 11:00 a.m.
 - Goal Setting Session, February 9, 2011, 8:30 a.m., Clocktower Inn
 - Board of Directors, February 17, March 3 & 17, 2011, 8:30 a.m.
 - CASA Washington, D.C. Conference March 14 -16, 2011 (Chairman Monahan)
 - CASA Spring Conference April 27 – 30, 2011, Sacramento
 - CASA 56th Annual Conference August 10 – 13, 2011, San Diego
 - League of California Cities Conference September 21 – 23, 2011, San Francisco

NEW BUSINESS – (Items 14 and 15)

14. Discussion

a. Audience – None.

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- b. Board – Chairman Monahan welcomed Alternate Director Cook to the Board.
 - c. General Manager – Mr. Lawler noted that the Personnel & Finance Committee would meet on February 8, 2011.
 - d. Legal Counsel – None.
15. Pending Agenda Items – Future Solid Waste Facilities; and Executive Committee Develop Communication Plan to Educate Legislators on VRSD Business.
16. Adjournment – The meeting was adjourned at 9:55 a.m.

James Monahan, Chairman

Josie Guzmán, Clerk of the Board