

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

1. Roll Call (9 present) – Chairman Monahan called the meeting to order at 8:32 a.m.
Dennis Gillette City of Thousand Oaks
Robert Gonzales City of Santa Paula (arrived at 8:35 a.m.)
Thomas Holden City of Oxnard
Sue Horgan City of Ojai
Kevin Kildee City of Camarillo
James Monahan City of San Buenaventura
William Murphy Special Districts
Jonathan Sharkey City of Port Hueneme (arrived at 8:35 a.m.)
Patti Walker City of Fillmore

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

2. Pledge of Allegiance – Led by Director Walker.
3. Amendments to the Agenda – None.
4. Approval of Minutes – It was moved by Director Gillette, seconded by Director Walker, and duly carried by the Board, with Directors Horgan and Murphy abstaining and Directors Gonzales and Sharkey absent, to approve the October 20, 2011 meeting minutes.
5. Public Comments – Director Walker announced that she would be resigning from the Fillmore City Council effective November 8, 2011. She introduced Councilmember Jamey Brooks, who would serve on the Board as the Representative from the City of Fillmore. Chairman Monahan introduced Ken Cozzens, candidate for Ventura City Council.

Directors Gonzales and Sharkey arrived at 8:35 a.m.

PRESENTATION

6. Commendation for Years of Service – David Gooding – Mr. Lawler introduced David Gooding, Engineering Technician, who would be retiring on November 11, 2011, after 27 years of service. Mr. Gooding thanked the Board for the opportunity to work for the District. Mr. Lawler and Chairman Monahan presented Mr. Gooding with a Certificate of Appreciation.

CONSENT ITEMS – (Items 7 through 9)

7. VRSD Resolution No. 11-05, Implementing Pre-Tax Deduction Plan for Mandatory Employee Retirement Contributions – It was moved by Director Holden, seconded

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by Director Kildee, and unanimously carried by Board to authorize the Chairman to sign VRSD Resolution No. 11-05, to implement the pre-tax payroll deduction plan under Internal Revenue Code section 414(h)(2) for mandatory employee retirement contributions effective January 1, 2012.

- 8. Cancellation of VRSD Contract No. 11-024, Lease Agreement with City of Santa Paula for Vactor Truck – It was moved by Director Holden, seconded by Director Kildee, and unanimously carried by the Board to authorize staff to cancel the vactor truck lease/option to buy agreement between the Ventura Regional Sanitation District and the City of Santa Paula.
- 9. VRSD Contract No. 10-010-4, Debi Anderson – It was moved by Director Holden, seconded by Director Kildee, and unanimously carried by the Board to authorize the Chairman to sign Contract No. 10-010-4 with Debi Anderson to amend the Scope of Services of Contract No. 10-010 and increase the amount by \$5,000 for a not to exceed amount of \$15,000.

REPORTS (Item 10 only)

- 10. Biosolids Update – Oral Report – No update presented.

ACTION ITEMS – (Items 11 and 12)

- 11. VRSD Contract No. 11-016-1 - Vaco Resources, LLC – Ms. Dragan presented the report. The Board discussed initiating the recruitment for the Management Analyst position as soon as possible. It was moved by Director Holden, seconded by Director Horgan, and unanimously carried by the Board to authorize the Chairman to sign Contract No. 11-016-1 with VACO Resources, LLC increasing the amount of the contract by \$25,000 for a not to exceed amount of \$50,000; and authorize the Director of Finance & Administration to process the budgetary transactions necessary to revise the following appropriations:

INCREASE	Dept.110	Contract Services – Labor	\$50,000
DECREASE	Dept.110	Salaries & Benefits	\$50,000

- 12. 2012 Meeting Calendar – Mr. Lawler presented the report. It was moved by Director Gonzales, seconded by Director Holden, and unanimously carried by the Board to approve the 2012 Board meeting calendar as presented.

INFORMATION ITEMS – (Items 13 through 15)

It was moved by Director Sharkey, seconded by Director Kildee, and unanimously carried by the Board to receive and file the Information Items.

- 13. Investment Report – September 2011
- 14. Violations – Solid Waste none; Water & Wastewater none

15. Future Meetings, Seminars and Conferences

- Personnel & Finance Committee, November 8, 2011, 9:00 a.m.
- Board of Directors, November 17 & December 1, 2011, 8:30 a.m.
- Personnel & Finance Committee, December 6, 2011, 9:00 a.m.
- CASA 2012 Mid-year Conference, January 18 – 20, 2012, Palm Desert
- New Mayors & Council Academy, January 18 - 20, 2012, Sacramento
- CASA 2012 Washington D.C. Conference, March 11 – 13, 2012

NEW BUSINESS – (Items 16 and 17)

16. Discussion

- a. Audience – None.
- b. Board – Director Sharkey inquired regarding the status of tax withholdings from the Directors' stipends. Director Holden mentioned that many City Councils were not aware of the Biosolids facility and suggested that Mr. Lawler ask the various cities to be placed on the City Council agendas to provide a presentation. Chairman Monahan distributed a copy of the City of Ventura's "Get Your Green On" flyer that provided information regarding an upcoming pharmaceuticals and personal care products collection event. Chairman Monahan presented a Commendation to Director Patti Walker for her service to the District. Director Walker expressed her appreciation.
- c. General Manager – Mr. Lawler stated that he would make plans on making presentations the City Councils regarding landfill operations. He noted that the Ventura County Planning Commission requested a presentation regarding the Toland Road Landfill and that he would provide the presentation at their meeting on November 10, 2011, at 8:30 a.m.
- d. Legal Counsel - None.

17. Pending Agenda Items – Future Solid Waste Facilities and Executive Committee Develop Communication Plan to Educate Legislators on VRSD Business.

Mr. Zirbel announced that the Board of Directors would recess to Closed Session to discuss the following items:

19. Closed Session – Conduct a Closed Session pursuant to Government Code Section 54956.9. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION. Initiation of litigation pursuant to subdivision (c) of Section 54956.9. One case.
20. Closed Session – Conduct a Closed Session pursuant to Government Code Section 54956.9(a). CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION. Name of case: Ventura County Air Pollution Control District, Notice of Violation. Notice No. 22609.

The Board recessed to Closed Session at 9:08 a.m. and reconvened into Open Session at 9:58 a.m. No reportable action taken.

21. Adjournment – The meeting was adjourned at 9:58 a.m.

James L. Monahan, Chairman

Josie Guzmán, CMC, Clerk of the Board