

**VENTURA REGIONAL SANITATION DISTRICT**  
Minutes of the regular meeting of December 1, 2011  
1001 Partridge Drive, Ventura, California

1. Roll Call (8 present) – Chairman Monahan called the meeting to order at 8:33 a.m.  
Dennis Gillette           City of Thousand Oaks  
Robert Gonzales         City of Santa Paula  
Thomas Holden           City of Oxnard (arrived at 8:37 a.m.)  
Sue Horgan               City of Ojai (Absent)  
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.)  
Jamey Brooks            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 Sandy Warren, substituting as Clerk of the Board.

2. Pledge of Allegiance – Led by Director Kildee.
3. Amendments to the Agenda – None.
4. Approval of Minutes – Chairman Monahan indicated a correction to the Minutes of the November 17, 2011 meeting had been brought to his attention, noting that Director Orkney was present to represent Special Districts at that meeting, and Director Murphy was present in the audience. It was moved by Director Gillette, seconded by Director Gonzales, and duly carried by the Board, with Director Murphy abstaining and Director Horgan absent, to approve the November 17, 2011 meeting minutes, as amended.
5. Public Comments – Chairman Monahan noted that he had received a letter from Director Horgan, announcing her resignation from the VRSD Board effective December 1, 2011. Mr. Lawler informed the Board of the recent death of John Johnston, a long-time VRSD employee.

Director Sharkey arrived at 8:35 a.m. and Director Holden at 8:37 a.m.

**CONSENT ITEMS** – (None.)

**ACTION ITEMS** – (Items 6 and 7)

6. VRSD Contract No. 11-021-1 – SWT Engineering – Ms. Coleman presented the report. After discussion, it was moved by Director Kildee, seconded by Director Gonzales, and unanimously carried by the Board to authorize the Chairman to sign Contract No. 11-021-1 amending contract No. 11-021 with SWT Engineering to add to the scope of work and add an additional \$50,000 to the contract for a total authorized amount of \$75,000

Item 4-1

7. Ordinance No. VRSD-110, Fees and Charges for Toland Road Landfill – Mr. Lawler presented the report. After discussion, it was moved by Director Gillette, seconded by Director Holden, and unanimously carried by the Board to a) conduct the first reading, by title only, of Ordinance No. VRSD-110 Prescribing fees and Charges for the Toland Road Landfill; and b) schedule a public hearing for the Board of Directors' December 15, 2011 Regular Meeting to conduct the second reading, by title only, of Ordinance No. VRSD-110 and to consider adoption of Ordinance No. VRSD-110.

#### **INFORMATION ITEMS** – (Items 8 through 11)

Received and filed.

8. Investment Report – November 2011
9. Revenue & Expenses – November 2011
10. Violations – Solid Waste none; Water & Wastewater none
11. Future Meetings, Seminars and Conferences
  - Personnel & Finance Committee, Dec. 6, 2011 & Jan. 3, 2012, 9:00 a.m.
  - Board of Directors, December 15, 2011, 8:30 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 12 and 13)

12. Discussion
  - a. Audience – None.
  - b. Board – Chairman Monahan gave Mr. Lawler a letter from Triunfo Sanitation District that he had received from a member of the public regarding water rates. Mr. Lawler indicated he was familiar with the letter and its contents.
  - c. General Manager – Mr. Lawler provided a brief update on the Ventura County Air Pollution Control permit issue at the Biosolids Facility. He also provided the Board with information on the passing of John Johnston, a long-time VRSD employee, and asked that the meeting be adjourned in Mr. Johnston's memory after the scheduled closed sessions.
  - d. Legal Counsel - None.
13. 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:

14. 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.
15. 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. 22633.
16. Closed Session – Pursuant to Government Code Section 54957 – PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Title: General Manager.

The Board recessed to Closed Session at 8:50 a.m. and reconvened into Open Session at 10:30 a.m. No reportable action taken.

17. Adjournment – The meeting was adjourned in memory of VRSD employee John Johnston at 10:31 a.m.

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James L. Monahan, Chairman

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Sandy Warren, Clerk of the Board (substitute)